

Date: 20 October 2010

**To: Members of the Scrutiny Commission**

Mr MR Lay (Chairman)  
Mrs R Camamile (Vice-Chairman)  
Mr PAS Hall (Vice-Chairman)  
Mr JG Bannister  
Mr PR Batty  
Mr DM Gould  
Mrs A Hall  
Mr DW Inman

Mr CG Joyce  
Mr C Ladkin  
Mr K Morrell  
Mr K Nichols  
Mrs S Sprason  
Mr BE Sutton  
Ms BM Witherford

Copy to all other Members of the Council

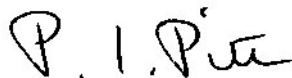
(other recipients for information)

Dear Councillor

There will be a meeting of the **SCRUTINY COMMISSION** in the Council Chamber, Council Offices, Hinckley on **THURSDAY, 28 OCTOBER 2010** at **6.30pm** and your attendance is required.

The agenda for the meeting is set out overleaf.

Yours sincerely

A handwritten signature in black ink, appearing to read 'P. I. Pitt'.

Pat Pitt  
Corporate Governance Officer

## SCRUTINY COMMISSION - 28 OCTOBER 2010

### AGENDA

1. APOLOGIES AND SUBSTITUTIONS

RESOLVED 2. MINUTES

To confirm the minutes of the meeting held on 16 September 2010 attached marked 'SC39'.

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. UPDATE ON WINTER GRITTING REVIEW

Report of the Chief Officer, Business, Contract and Streetscene Services attached marked 'SC40' (pages 1 - 11).

*A maximum of 20 minutes has been allocated for this item.*

RESOLVED 7. COMMUNITY SAFETY PARTNERSHIP

Report of the Deputy Chief Executive (Community Direction) attached marked 'SC41' (pages 12 - 28).

*A maximum of 10 minutes has been allocated for this item.*

8. HANSOM CAB / TANTIVITY STAGECOACH UPDATE

Report of the Deputy Chief Executive (Corporate Direction) attached marked 'SC42' (pages 29 - 32).

*A maximum of 15 minutes has been allocated for this item.*

9. WEST LEICESTERSHIRE AND NORTHERN WARKWICKSHIRE  
CROSS-BORDER DELIVERY PARTNERSHIP

Report of the Deputy Chief Executive (Community Direction) attached marked 'SC43' (pages 33 - 43).

*A maximum of 15 minutes has been allocated for this item.*

10. MEMBERS' ICT

Further to the request of the Scrutiny Commission, below is an extract from the minutes of the Executive Briefing on 19 August with regard to Members' ICT in response to the recommendations of the Commission:

***"Agreed:***

- (i) Continue with the policy already adopted by Council and advise Scrutiny Commission of that position (as presented in the report).*
- (ii) New Council decide on the future strategy post May 2011."*

*A maximum of 5 minutes has been allocated for this item.*

RESOLVED 11. OVERVIEW & SCRUTINY WORK PROGRAMME 2010/11

To consider the work programme, attached marked 'SC44' (pages 44 - 62).

12. FORWARD PLAN OF EXECUTIVE AND COUNCIL DECISIONS

Copy of the Forward Plan for September – December 2010 attached marked 'SC45' (pages 63 - 68).

13. MINUTES OF SELECT COMMITTEES AND WORKING GROUPS

For noting only:

- (i) Finance & Audit Services Select Committee, 20 September 2010. Attached marked 'SC46' (pages 69 - 71);
- (ii) Council Services Select Committee, \*. Attached marked 'SC47' (pages 72 - 74).

14. ANY OTHER ITEMS OF BUSINESS WHICH THE CHAIRMAN DECIDES  
HAVE TO BE DEALT WITH AS MATTERS OF URGENCY

To: All Members of the Scrutiny Commission with a copy of agenda to all other Members of the Council.

**NOTE: AGENDA ITEMS AGAINST WHICH THE WORD "RESOLVED" APPEARS ARE MATTERS WHICH ARE DELEGATED TO THE COMMISSION FOR A DECISION. OTHER MATTERS ON THIS AGENDA WILL BE THE SUBJECT OF RECOMMENDATIONS TO COUNCIL.**

**HINCKLEY & BOSWORTH BOROUGH COUNCIL**

**SCRUTINY COMMISSION**

**16 SEPTEMBER 2010 AT 6.30 PM**

**PRESENT:** Mr MR Lay - Chairman  
Mrs R Camamile - Joint Vice-Chairman  
Mr P Hall - Joint Vice-Chairman

Mr JG Bannister, Mr PR Batty, Mr DM Gould, Mrs A Hall, Mr DW Inman, Mr CG Joyce, Mr C Ladkin, Mrs S Sprason, Mr BE Sutton and Ms BM Witherford.

In accordance with Council Procedure Rule 4.4 Mr WJ Crooks also attended the meeting.

Officers in attendance: Mr Michael Brymer, Mr B Cullen, Miss L Horton, Mrs B Imison, Miss R Owen, Mrs S Stacey and Mr S Wood.

204 **APOLOGIES AND SUBSTITUTIONS**

Apologies for absence were submitted on behalf of Mr Nichols.

205 **MINUTES (SC29)**

**RESOLVED** – the minutes of the meeting held on 5 August 2010 be confirmed and signed by the Chairman.

In response to a Member's question with regard to minute 162 (Members' ICT), it was reported that this item had been discussed informally by the Executive, and a written response from that body was requested.

206 **ADDITIONAL URGENT BUSINESS BY REASON OF SPECIAL CIRCUMSTANCES**

It was noted that due to the need to receive information on the proposed Shared Revenues and Benefits service before a decision being made by Council on 30 September, an additional item of business by way of a verbal presentation would be heard after item 5 on the agenda.

207 **DECLARATIONS OF INTEREST**

No interests were declared at this stage.

Mr Ladkin left the meeting at 6.35pm.

208 **SHARED REVENUES AND BENEFITS PROJECT**

Members received a verbal update on the project and heard that the authorities involved would each be making a decision on the provision of a

shared service by the end of September. It was reported that the recent information in the press with regard to job losses was misleading and that any reduction in the number of staff would be via voluntary redundancy or natural turnover.

Mr Gould arrived at 6.42pm.

A Member expressed concern about the savings when offset against the relocation cost of staff from three authorities moving into the Atkins Building, and it was noted that relocation costs had already been included in future budgets as part of the council offices relocation.

Mr Ladkin returned at 6.47pm.

209 BARWELL AND EARL SHILTON SUSTAINABLE URBAN EXTENSION MASTERPLAN (SC32)

Members were presented with a report which informed them of progress of the Barwell & Earl Shilton Sustainable Urban Extension (SUE) Masterplan. A Member asked if there had been a change in the number of houses planned for Earl Shilton, and in response it was noted that it stood at 1600 units but this might change depending on the outcome of the employment study and also on Severn Trent's plans with regard to disposal of the works site.

Concern was expressed about the employment study and that the SUE wouldn't be sustainable if there were no additional jobs provided. It was also requested that discussion be held with local Members to ensure local housing needs were met.

210 RURAL AREAS REVIEW: TRACKING OF PREVIOUS RECOMMENDATIONS – LDF IN RURAL AREAS

Further to the recommendation made at the meeting of the Scrutiny Commission on 20 May 2010, Members were presented with a suggested scope for the Task and Finish Group to look at Planning Policy impacts on rural affairs. It was agreed that this should include:

- Farm diversification;
- Affordable housing;
- Rural transport;
- Rural services;
- Employment provision;
- Support of the agricultural economy;
- Safeguarding the character of rural areas;
- Gypsies and travellers;
- Status of hamlets.

Members were asked to contact the Democratic Services Officer if they wished to be on the Group.

211 HOUSING STRATEGY 2010-2013 (SC30)

Members received a report on the adoption of the Housing Strategy 2010 – 2013 which was considered by the Executive on 8 September.

Concern was expressed that local Members needed to be involved in assessing housing need and that opportunities to increase housing stock should be considered.

With regard to housing repairs, it was reported that due to an underspend the capacity for disabled adaptations had doubled and as a result the backlog would have been cleared by the end of September. This was highlighted as a success of the Commission and was noted for inclusion in the Overview & Scrutiny Annual Report.

212 SCRUTINY REVIEW: REGISTERED SOCIAL LANDLORDS – TRACKING OF IMPLEMENTATION OF RECOMMENDATIONS

It was reported that Registered Social Landlords (RSLs) in the Hinckley & Bosworth area had been contacted and informed of the recommendations of the Scrutiny Commission's recent review and had been invited to a meeting in November to discuss how these recommendations could be implemented.

Mr Inman left the meeting at 7.25pm.

A Member highlighted a problem with regard to social housing in that landowners were reluctant to release land for that purpose as they were not able to act as a Registered Social Landlord so could not benefit from it. Officers agreed that this would be raised.

It was agreed that the outcome of the meeting with RSLs in November would be reported to the Scrutiny Commission.

Mrs Sprason left the meeting at 7.30pm.

213 UPDATE ON WINTER GRITTING REVIEW

Members were updated on the review into the winter gritting service which was being led by Leicestershire County Council with the input of officers from districts. A report had been considered by the County Council's Executive which recommended formalising arrangements so all agencies were aware who was responsible for gritting each area and for restocking salt bins. It was agreed that a further update would be brought to the next meeting of the Commission.

214 REVIEW OF WASTE COLLECTION SERVICES (SC31)

The Scrutiny Commission received a report which demonstrated how value for money had been achieved in Street Scene Services and outlined future developments in the waste collection service.

Mr Inman returned at 7.35pm.

Members congratulated all employees of the service for their hard work and for delivering a service which demonstrated excellent value for money. It was suggested that this be publicised. The street cleaning service was praised but it was requested that more work be done on educating people not to drop litter. It was agreed that an article be included in the Borough Bulletin to highlight the cost of a fixed penalty notice for litter and dog fouling and the warn people of the enforcement powers.

Mr Bannister left at 8.00pm.

Concern was expressed with regard to inadequate bin storage as part of new developments, and in response it was reported that the service was working closely with Planners on this.

RESOLVED –

- (i) a letter of congratulations be sent to all staff in the service;
- (ii) the value for money aspect of the service be publicised;
- (iii) an article on enforcement be published in the Borough Bulletin.

215 SCRUTINY REVIEW: TRANSPORT – SCOPING OF REVIEW (SC33)

Members received a report which provided a basis for scoping the review into transport. An end date for the review was agreed as 10 March 2011 and it was agreed that a working group be set up to look at the following:

- Town Centre Infrastructure (based on White Young Green's report);
- Sustainable Urban Extensions;
- Residential developments;
- Rural areas;
- Sustainable transport (including cycling);
- Public transport (including bus services).

It was felt that this work should feed into the Local Transport Plan (LTP3).

Members were asked to contact the Democratic Services Officer if they wished to be part of the working group.

RESOLVED –

- (i) a working group be set up to undertake the review;
- (ii) suitable external support be identified and the scrutiny budget be utilised for this;
- (iii) a timetable for the review be agreed at the next meeting of the Commission.

216 MEMBER DEVELOPMENT – ANNUAL REVIEW (SC34)

Members received an update on Member Development activity over the last 12 months and planned activities for the coming year. In addition to the activities outlined in the report, Members were reminded that the Leicestershire and Rutland Improvement Partnership had been a finalist for an MJ Award in the 'Councillor Development Achievement of the Year' category.

With regard to the 2011 Member Induction programme, a Member expressed concern with regard to the timing of training events. In response it was anticipated that the majority of events would take place in an evening, but also that candidates would be informed of dates and times when their nomination was received to allow them to plan for attendance at the event around other commitments.

217 OVERVIEW AND SCRUTINY WORK PROGRAMME 2010/11 (SC35)

Members received the Work Programme for 2010/11. The following additions were agreed:

- Review of progress of Voluntary Action Hinckley & Bosworth;
- Update from the civic facilities working group.

RESOLVED – the work programme be agreed with the abovementioned inclusions and any additions agreed at this meeting.

218 FORWARD PLAN OF EXECUTIVE AND COUNCIL DECISIONS (SC36)

Members received the Forward Plan of Executive and Council decisions.

RESOLVED – the Forward Plan be noted.

219 MINUTES OF SELECT COMMITTEES AND WORKING GROUPS

The minutes of the following meetings were received:

- (i) Council Services Select Committee, 29 July 2010 (SC37);
- (ii) Finance & Audit Services Select Committee, 2 August 2010 (SC38).

(The meeting closed at 8.20 pm)



**SCRUTINY COMMISSION – 28 OCTOBER 2010**

**REPORT OF CHIEF OFFICER: BUSINESS, CONTRACT & STREET SCENE SERVICES**

**RE: WINTER GRITTING – ARRANGEMENTS FOR 2010/11**

---

**1. PURPOSE OF REPORT**

The report provides an update on the joint plans for winter gritting arrangements within the Borough of Hinckley and Bosworth for the financial year 2010/11.

**2. RECOMMENDATION**

That the Scrutiny Commission notes the current joint planned winter gritting arrangements within the Borough of Hinckley and Bosworth for the financial year 2010/11.

**3. BACKGROUND TO THE REPORT**

3.1 Following the response to last years' severe winter weather Leicestershire County Council's Scrutiny Commission established a Scrutiny Panel to review the winter maintenance service provided by the Council. A copy of their final report that was presented to Leicestershire County Council's Highways Forum for Hinckley & Bosworth on 23/9/10 is appended to this report. The areas of specific significance to Hinckley and Bosworth Borough Council are within the 'Partnership Working' section of the recommendations labelled (m) to (q).

3.2 A meeting between both authorities has recently been held where the following was confirmed:

1. Leicestershire County Council (LCC) are responsible for precautionary gritting of the Highway
2. As the Responsible Authority, LCC will provide to HBBC :
  - Prioritised routes for gritting in Hinckley town centre;
  - A method of working for precautionary gritting duties;
  - Appropriate gritting equipment to perform precautionary gritting duties;
  - Provide and replenish stocks of salt / grit to HBBC's Operational Depot;
  - Provide and replenish stocks of salt / grit to grit bins.
3. LCC will contact Hinckley & Bosworth BC (HBBC) acting as LCC's Agent to undertake precautionary gritting duties for prioritised routes if staffing capacity is available

4. Acting as agent to the Responsible Authority, HBBC will:
  - Inform LCC if they believe that precautionary gritting duties should be undertaken. LCC will determine if this is necessary; and
  - Carry out the labour to precautionary gritting duties for prioritised routes.
5. LCC & HBBC to agree joint communications to both Councillors and the press
6. LCC will liaise separately with Parish Councils regarding precautionary gritting arrangements

3.3 As a result of the above the Council has agreed to carry out the role of LCC Agent provided that an agreed amount of grit is provided and appropriate mechanical equipment is purchased.

#### 4. **FINANCIAL IMPLICATIONS [TO]**

4.1 Since LCC are the responsible authority there are no financial implications for HBBC. In some circumstances the HBBC workforce may carry out gritting duties, for example to car parks, but these can be managed within existing budgets.

#### 5. **LEGAL IMPLICATIONS (AB)**

5.1 This report is for noting only so raises not direct legal implications it is however recommended that a Service Level Agreement is negotiated to confirm the points of agreement in paragraph 3.2

#### 6. **CORPORATE PLAN IMPLICATIONS**

6.1 The responsive repairs contract significantly contributes towards the Council's Strategic Aim of clean neighbourhoods for everyone.

#### 7. **CONSULTATION**

7.1 Discussion has been carried out with Leicestershire County Council.

#### 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.

No significant risks associated with this report / decisions were identified from this assessment.

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

9.1 Leicestershire County Council have designate prioritised areas within the Borough that are a priority to grit.

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: Previous Scrutiny Commission Minutes

Contact Officer: Michael Brymer, 01455 255981

**LEICESTERSHIRE COUNTY COUNCIL**  
**HIGHWAYS FORUM FOR HINCKLEY & BOSWORTH**

**23<sup>RD</sup> SEPTEMBER 2010**

**CHAIRMAN'S UPDATE**

**REPORT OF THE DIRECTOR OF ENVIRONMENT & TRANSPORT**

**a) The third Leicestershire Local Transport Plan (LTP3) - update**

1. The purpose of this update is to update the Forum on progress on the development of the third Leicestershire Local Transport Plan (LTP3) and advise of an autumn consultation on LTP3.
2. The draft long term transport strategy, and first draft Implementation Plan, are continuing to be developed. LTP3 will consist of a long-term (to 2026), high-level, strategy and a three year rolling Implementation Plan, which will set out what the County Council will be doing to deliver the strategy.
3. Although the City Council has now decided not to progress a joint LTP3 strategy the County Council continues to work closely with Leicester City Council in its development of LTP3, seeking to ensure that respective strategies align. The geographical area covered by LTP3 will match the administrative boundary for Leicestershire County and Leicester City Councils i.e. the Leicester City boundary.
4. It is proposed to hold an autumn consultation on LTP3. This will involve officers, partners, stakeholders and the public who will be invited to comment on the draft LTP3 strategy and implementation plan. This consultation will start on 1 October 2010 and finish on 26 November 2010. It will go live on the Leicestershire County Council website on **1 October 2010** at: [www.leics.gov.uk/LTP-future\\_plans/LTP3\\_consultation](http://www.leics.gov.uk/LTP-future_plans/LTP3_consultation)
5. The final Member approvals process starts in mid January 2011 and LTP3 will be submitted to the County Council for approval on 23 March 2011. LTP3 must be in place by 1 April 2011.

**Officers to Contact**

Andy Yeomanson, Team Manager, Transport Policy, Leicestershire County Council:

Email: [andy.yeomanson@leics.gov.uk](mailto:andy.yeomanson@leics.gov.uk)

Tel: 0116 3057184

## **b) Winter Maintenance Scrutiny Panel - update**

1. The purpose of this update is to inform the Forum of the Winter Maintenance Scrutiny Panel report and to outline the proposed actions arising out of the recommendations contained in that report.
2. Earlier this year, the County Council's Scrutiny Commission established a Scrutiny Panel to review the winter maintenance service provided by the Council. The objectives of the review were:
3. To understand the impact of the severe winter weather during 2009/10 on the Winter Maintenance Service, how highways are kept safe during periods of severe winter weather and what action is taken to enable access for the public to their employment, essential services and local amenities, including the use of salt bins.
4. To consider the information available to members of the public and partner organisations during periods of severe winter weather.
5. The panel met on 5 occasions between the beginning of June and 18 August and its final report was presented to the Scrutiny Commission on 1 September 2010 and to Cabinet on 7 September. Both the Scrutiny Commission and Cabinet approved the recommendations included in the Scrutiny Panel report.
6. A copy of the report that was presented to Cabinet on 7 September is available at the following link - <http://politics.leics.gov.uk/mgConvert2PDF.aspx?ID=47114>

## **Proposed Implementation of the Recommendations**

7. A schedule of the recommendations of the Scrutiny Panel together with proposed actions is included at Appendix 1.
8. Recommendations (m), (n), (o), (p) and (q) mainly relate to borough and district councils (and their associated parishes). In order to progress the proposed actions, it has been necessary to commence work on these actions prior to this Forum meeting.
9. Contacts have already been made to establish liaison meetings with officers of the borough and district councils to try to ensure that as much progress as possible can be achieved before the winter season.
10. An update will be provided at the Forum meeting of progress.

## **Resources**

11. Minor funding may be required to accommodate the proposals included in Recommendation (n). However, implementation of this recommendation is likely to lead to more cost-effective use of salt and, hence, would provide longer-term savings.

## **Officers to Contact**

Martin Broomhead  
Email: [martin.broomhead@leics.gov.uk](mailto:martin.broomhead@leics.gov.uk)  
Tel: 01455 283268

## **Appendix A**

**FINAL REPORT OF THE SCRUTINY REVIEW PANEL ON  
WINTER MAINTENANCE**

**RECOMMENDATIONS**

|  | <b>Recommendation</b>  | <b>Proposed Action</b>   |
|--|--|--|
|  | <p style="text-align: center;"><b>Treatment of Carriageways</b></p> <p>(a) The Panel is pleased to note the level of service provided by the County Council in relation to the treatment of highways and that this compares favourably to the service provided by other local authorities.</p> <p>(b) The Panel considers that, although the existing arrangements for prioritisation and treatment of routes for winter maintenance purposes should continue as at present, Priority 3 routes in County Towns should be reviewed further by officers to ensure, so far as possible, that local bus service routes are adequately gritted.</p> <p style="text-align: center;"><b>Treatment of Footways</b></p> <p>(c) In light of the interim report published by the Department for Transport, the Panel strongly recommends that, subject to legal guidance, advice is prepared by the Council to issue to private householders and commercial organisations, for example shop keepers, for the clearance of snow and ice from public footpaths.</p> <p>(d) The Panel recommends that the Council's offer to schools to provide grit bins and filling services for a set fee be reissued in advance of the winter months to ensure that they are better equipped to deal with on-site snow clearance if they so wish.</p> <p>(e) In addition, the Panel considers that those schools undertaking their own winter maintenance work on their own land may benefit from guidance from the County Council on the best methods for clearing snow and the efficient spreading of salt/grit.</p> | <p>Note the recommendation.</p> <p>A review of Priority 3 routes should take place to try to ensure that local bus routes are covered. This needs to be completed before the first snow of winter.</p> <p>Guidance is currently being sought from Legal Services. If approved, simple guidelines will be issued in the winter maintenance leaflet and on the website.</p> <p>Already in hand.</p> <p>Linked to recommendation (c) above.</p> |

| Recommendation |   | Proposed Action   |
|----------------|---|---|
| (f)            | <p><b>Snow Clearance</b></p> <p>The Panel is impressed with the level of support provided by many local farmers and acknowledges the important role they play in assisting the County Council in providing a quality winter maintenance service particularly in rural areas. The Panel re-affirm the need for the County Council to retain good communication links with local farmers to ensure they are able to continue to provide this service effectively.</p>                                   | Already in hand.  |
| (g)            | <p><b>Salt Bins</b></p> <p>Whilst the Panel is confident that the County Council's current policy for the supply and allocation of salt bins is clear, it recommends that arrangements be made to ensure this is better communicated to the public and district councils and parish councils.</p>   | <p>Current advice to be reviewed to ensure that it is as clear as possible.</p> <p>Communications with district, borough and parish councils to be reviewed.</p> <p>To be incorporated into the advice above.</p> |
| (h)            | <p>To respond to the concerns raised about members of the public using the salt in locally provided salt bins inappropriately, the Panel recommends that parish councils be advised that they can, if they wish, make arrangements to lock the bins provided that details of the person(s) authorised to open these, together with their contact details, are clearly displayed upon each salt bin.</p>   |   |
| (i)            | <p><b>Parish Council Snow Wardens</b></p> <p>The Panel recommends the County Council promote and encourage greater use of volunteers via the Snow Warden scheme in order to ensure that localised areas of difficulty are dealt with more efficiently. The Panel also feels that better partnership working with parish councils generally could support localised winter maintenance services carried out by the County Council and further recommendations deal with this in more detail below.</p> | Snow Warden scheme to be communicated to parishes in conjunction with the action above.   |

| Recommendation | Proposed Action |
|----------------|-----------------|
|----------------|-----------------|

|  |  |  |
|--|--|--|
|  | <p><b><u>Operational Management</u></b></p> <p><b>Forecasting</b></p> <p>(j) Despite forecasting limitations, the Panel supports officers' plans to find an alternative weather forecast provider as such services play a critical role in informing and guiding operational decisions. The Panel is impressed and commends the role officers and key partners play to fill the gaps of the forecasting information available.</p> <p><b>The Gritter Fleet</b></p> <p>(k) The Panel supports officers' plans to replace the gritter fleet and consider it important to ensure that resources are made available for this over the next 5 years, so that the County Council can continue to provide gritting services to a high standard and cost effectively in future.</p> <p><b>Salt Barns</b></p> <p>(l) The Panel supports the County Council's aim to continue to provide the current level of winter maintenance service (i.e. by gritting 45% of the road network) despite being faced with increasing costs and demand for salt, and commends the prudent action already taken to order this in time for delivery by the start of the coming winter season.</p> <p><b><u>Partnership Working</u></b></p> <p><b>District and Borough Councils</b></p> <p>(m) Given the district councils' willingness to assist in supporting the Winter Maintenance Service, the Panel recommends that the County Council enter into a service level agreement with them in order to formalise arrangements and responsibilities for future winters.</p> | <p>Following the withdrawal of the previous forecasting agency from their contract for this service, an alternative supplier has already been appointed to provide the forecasting service.</p> <p>Actions already in hand.</p> <p>(It is unlikely that new gritters will be delivered before next summer)</p> <p>Actions already in hand.</p> <p>Discussions to be held asap.</p> |
|--|--|--|

|                       |                        |
|-----------------------|------------------------|
| <b>Recommendation</b> | <b>Proposed Action</b> |
|-----------------------|------------------------|



|     |  |   |
|-----|--|---|
|     | <p><b>Partnership working with Districts and Boroughs</b> (continued)</p>  |   |
| (n) | <p>For the long term, the Panel feels that such joint working would be enhanced if the issues relating to the supply of salt and the provision of equipment are also addressed. In light of the support received for more joint working in this area, as part of future discussions with district councils, the Panel recommends that these issues are revisited for consideration for future winters.</p> | <p>This recommendation has a small financial impact, but better salt-spreading equipment should produce more effective salt-usage in the long term. It will be part of the discussions referred to above.</p> |
| (o) | <p>The Panel believes that representatives from the County Council, district councils and parish councils should be identified and their details exchanged in order to improve communication links and ensure better joint working in future.</p>  | <p>We welcome any proposals that will result in improved communications between the County Council and the district and borough councils. This will also be part of the discussions referred to above.</p>    |
| (p) | <p>The Panel also feels that officers in the Environment and Transport Department should, as part of their discussions, encourage district colleagues to produce their own winter maintenance policies, setting out their own local guidelines and priorities which can then, where possible, feed into any joint working arrangements.</p>  | <p>Linked to the discussions above.</p>   |
| (q) | <p>Better use should be made of Highways Forums as a vehicle for briefing district council officers on winter maintenance issues. The Panel hopes that arrangements for district council representation at these meetings can be formalised and dedicated officer contacts identified to support this and to ensure better joint working in future.</p>  | <p>Reports disseminating the outcome of the Winter Maintenance Scrutiny Panel will be presented to all 7 Highway Forums</p>   |
|     | <p><b>Parish Councils</b></p>  |   |
| (r) | <p>The Panel recommends that specific guidance be circulated to parish councils mapping out the areas of responsibility for each authority and that their views be sought on specific local areas of historical difficulty during the winter months.</p>   | <p>Guidance to be prepared and circulated; views to be sought.<br/><br/>(This will be partially achieved via the Community Forums)</p>  |

|  | <b>Recommendation</b>                  | <b>Proposed Action</b> |
|--|--|------------------------|
|  | <b>Partnership Working</b> (continued) |                        |

|     |   |   |
|-----|---|---|
| (s) | <p><b>Police and Fire &amp; Rescue Services</b></p> <p>The Panel recommends that the offer proposed for schools, to provide salt bins and filling services for a set fee, be extended to police and fire authorities to support and assist them in carrying out snow clearance on their own forecourts and parking areas, negating their need to order supplies themselves via ESPO.</p>  | Already in hand.  |
| (t) | <p><b>The NHS</b></p> <p>The Panel feels that, once the new commissioning arrangements have been established, efforts should be made via the newly established Joint Health Commissioning Board to investigate the cost to the NHS Leicestershire County &amp; Rutland (LCR) (or its successor) of injuries arising from the bad weather experienced during the winter months, with a view to establishing the feasibility of a financial contribution from the NHS LCR (or its successor) toward the Council's winter maintenance budget.</p>  | A trial is currently being carried out by Durham CC and their associated PCT to see if this type of arrangement is cost-effective. This recommendation should be revisited once the outcomes of that trial are clearer. |
| (u) | <p><b><u>Communications</u></b></p> <p><b>BBC Radio Leicester</b></p> <p>The Panel commends the work of BBC Radio Leicester during the winter period and acknowledges the important role it plays in providing important information to the public. The Panel considers that the County Council should ensure its links with the station are maintained and, as far as possible, provide it with support, such as officers attending for interview, when requested. Specifically the Panel recommends that an officer of the Environment and Transport Department gives to staff at BBC Radio Leicester the presentation which had been given to the Panel during the review, in order to provide them with background information on the County Council's Winter Maintenance Policy and the work being done.</p> | <p>Press Office to be asked to review links with BBC Radio Leicester.</p> <p>Presentation to be re-offered to the BBC via the Press Office.</p>   |

| Recommendation                    | Proposed Action |
|-----------------------------------|-----------------|
| <b>Communications</b> (continued) |                 |

|                              |   |   |
|------------------------------|---|---|
| (v)                          | The Panel also feels that the Council's Communications team should consider how it can better provide BBC Radio Leicester with up to date information on school and road closures, particularly before 8am, together with up-to-date information about any winter maintenance work carried out the previous night.              | Press Office to be asked to pursue this recommendation  |
| (w)                          | To support the information the station can provide the Panel considers that the station should be provided with the contact details of the night controller to be contacted (out of hours) at short notice for up to date information.  | This recommendation will be discussed with the Winter Maintenance Manager and the Night Controllers once they are appointed. (The Night Controllers take up their duties on 1 November) |
| (x)                          | That arrangements be made to include the 'Winter Salting Routes' leaflet in a future edition of Leicestershire Matters and the feasibility of having a 'pull-out' centre spread dedicated to gritting issues be investigated as a means of improving public awareness of the winter maintenance work undertaken by the Council. | Recommendation to be discussed with the Communications Group (in Corporate Resources)   |
| <b>Customer Service Team</b> |   |   |
| (y)                          | That an officer of the Environment and Transport Department give to all County Council customer service operators the presentation which had been given to the Panel during the review in order to provide them with background information on the County Council's Winter Maintenance Policy and the work being done;          | Arrangements to be made for the presentation to CSC staff   |
| (z)                          | That each customer service operator be provided with an easy to follow 'fact file' containing all key information about the County Council's Winter Maintenance Policy, its gritting routes etc. & officers' & other key stakeholders' contact details.   | Details to be prepared for circulation  |
| (aa)                         | That greater use be made of the 'Leicestershire Villages' website in order to disseminate 'Snow Warden' policy and other winter maintenance issues to parish councils and the public.   | Similar information as above to be provided for the 'Leicestershire Villages' website   |

**SCRUTINY COMMISSION – 28 OCTOBER 2010**

**REPORT OF THE DEPUTY CHIEF EXECUTIVE (COMMUNITY DIRECTION)**

**RE: COMMUNITY SAFETY PARTNERSHIP**

---

**1. PURPOSE OF REPORT**

To update Scrutiny on current performance, challenges and successes in relation to the Hinckley and Bosworth Community Safety Partnership.

**2. RECOMMENDATIONS**

- (i) That Scrutiny notes the content of this report.
- (ii) That the Community Safety Team continues to provide Scrutiny Commission with six monthly Community Safety Partnership performance update reports

**3. BACKGROUND TO THE REPORT**

3.1 The Hinckley and Bosworth Community Safety Partnership's three year crime and disorder reduction plan was agreed and published on 1<sup>st</sup> April 2008 and is available for viewing at [www.hinckley-bosworth.gov.uk](http://www.hinckley-bosworth.gov.uk) under Community Safety.

3.2 The Partnership has completed a refresh of the above plan in April 2010 and has agreed revised priorities and action plans to meet emerging performance challenges outlined in this report. The refreshed plan has been published on the above mentioned web site. The Refresh Plan has set out two overarching priorities that support the Leicestershire Local Area Agreement (LAA) Community Safety Strategy:

1. Improving Public Confidence
2. Reducing Re-offending

Locally the partnership in supporting the above has agreed the following supporting priorities:

- Reducing serious acquisitive crime (NI 16)
- Reducing the rate of violent crime (NI 15 Serious Violent Crime and NI 20 Assault with less serious injury)
- Reducing anti-social behaviour and improving public satisfaction (NI 21)
- Reducing the harm caused by substance misuse (NI 115 and LI 11)
- Providing diversionary activities/opportunities for those most at risk of re-offending or offending (NI 18 and NI 19)
- Supporting victims, especially the most vulnerable
- Ensuring equality of service

#### **4. PERFORMANCE**

4.1 Fortnightly Delivery Group meetings enable partners to review current crime and anti-social behaviour trends and help to ensure that actions are in place to deliver continued improvement in performance.

#### **4.2 Performance Overview April – end Sept 2010**

- Total recorded crime is on target and is down 7.7% compared to the same period last year.
- Serious Violent Crime is above target; the current position is that serious violent crime is 3 offences over target.
- Serious Acquisitive Crime (burglary, vehicle crime and robbery) is on target and is down 15.2% compared to the same period last year.
- Criminal damage is on target and is down 20% compared to the same period last year. Criminal damage is often seen as a pre-requisite to anti-social behaviour.
- Public Order offences are down 31.7% compared to the same period last year.
- Burglary dwelling (homes) is on target and is down 26.1% compared to the same period last year.
- Anti-social behaviour offences are down 21.5% though continuing to tackle anti-social behaviour remains a priority concern for the public.

4.3 In conclusion, the Community Safety Partnership is currently performing well against target and has plans and initiatives in place to help maintain these performance levels.

#### **5. CHALLENGES**

5.1 In summary the Partnership faces the following performance challenges:

- Seasonal trends show that burglary dwelling and theft from motor vehicle rise in the run up to Christmas
- The need to increase public satisfaction levels in relation to anti-social behaviour and thus improve public confidence and reassurance

5.2 Partnership priority action plans and seasonal campaigns are in place to tackle the above

5.3 Reduction/ending of Area Based Grant which will seriously undermine much of the preventative and educational work which takes places along with ending key posts such as the Alcohol Misuse Worker, Substance Misuse worker and ending the part funding of other keys posts.

5.4 Reputational issues undermine the work of the Partnership (anniversary of key dates and outcome of independent enquiries)

## **6. SUCCESSES**

6.1 Significant reductions in crime and anti-social behaviour compared to last year.

6.2 Anti-social behaviour minimum standards have been published in order that members of the public are clear about the service they should expect to receive when making a complaint about anti-social behaviour.

6.3 Internal procedures have been updated for dealing with and recording complaints of anti-social behaviour in order that we can deal with cases and record cases in a more consistent, effective way.

6.4 A Joint Action group (JAG) established to address the most difficult ASB cases. New management arrangements for the Joint Action Group have delivered a more structured and effective way of dealing with serious cases of anti-social behaviour.

6.5 Hinckley has delivered more anti-social behaviour interventions than any other district in the county year to date including 7 ASBO's/CRASBO's, 10 Anti-Social Behaviour Contracts, 25 warning letters and 116 Advice Letters.

6.6 The following seasonal campaigns have been agreed by the partnership and have been planned for delivery over the next quarter:

- Halloween Campaign in October to combat anti-social behaviour in this period
- Dark Nights Campaign will be launched on November 1<sup>st</sup> aiming to halt the seasonal increase in burglary
- Theft from vehicle campaign to be delivered in the town centre on 8<sup>th</sup> and 13<sup>th</sup> November aiming to halt the seasonal increase in theft from vehicle by making the public more aware of leaving valuables on display in their cars
- Christmas Campaign will be launched on November 19<sup>th</sup> and aims to halt seasonal crime such as burglary, theft from vehicle and alcohol related violent crime over the Christmas period

6.7 The Community Safety Partnership's Communications Strategy has recently been refreshed and approved by Community Safety Partnership Exec Board

6.8 Completion of Newbold youth project which has successfully provided diversionary activities for young people on the edge of entering the criminal justice system

6.9 Number of awareness sessions held in schools and youth projects to raise awareness of drugs and alcohol on well-being and behaviour

## **7. FINANCIAL IMPLICATIONS (HF)**

The work identified and prioritised in the report will be provided from within existing budgets.

**8. LEGAL IMPLICATIONS(AB)**

None raised directly by this report

**9. CORPORATE PLAN IMPLICATIONS  
COUNCIL VISION**

The Partnership assists the Council in achieving the following aims of the Corporate Plan 2008/2013

- Cleaner and greener neighbourhoods
- Safer and healthier Borough
- Strong and distinctive communities

**10. CONSULTATION**

**11. RISK IMPLICATIONS**

| <b>Management of significant (Net Red) Risks</b>  |  |              |
|---|--|--------------|
| <b>Risk Description</b>   | <b>Mitigating actions</b>  | <b>Owner</b> |
| <b>Reduction/ending of Area Based Grant identified as challenges under Section 5 of this report</b> | Develop action plan for affected projects/posts to include exit strategies                                 | S Stacey     |
| <b>Performance Risks identified as challenges under Section 5 of this report</b>                    | Partnership Plan refreshed and priorities reviewed and action plans in place to tackle emerging challenges | S Stacey     |

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

The impact on rural areas of the Borough has been addressed within the Partnership's Refreshed Crime and Disorder Reduction Plan 2010/11. An Equality Impact Assessment has been completed for the Community safety Partnership Strategy 2008-11.

**13. CORPORATE IMPLICATIONS**

The following implications have been taken into account:

- Community Safety – throughout the report
- Equality & Rural Implications – within Partnership Plan 2008/2011 and EIA
- Environmental Implications – None Directly arising from the report
- ICT Implications – None directly arising from the report
- Asset Management – None directly arising from the report
- Human Resources – None directly arising from this report
- Voluntary Sector – VAHB is member of Partnership's Executive Board

---

Background papers:

Appendix A - Community Safety Partnership refreshed action plans 2010-11

Contact Officer: Rachel Burgess Community Safety Consultation & Performance Manager(5832)

# Hinckley and Bosworth Community Safety Partnership

## Crime and Disorder Reduction Refreshed Strategy 2010/2011 Priority Action Plans



### INTRODUCTION

The overall objective of this action plan is to support the Hinckley and Bosworth Community Safety Partnership's Crime and Disorder Reduction Refresh Plan 2010/2011.

The overall vision is to "make Hinckley & Bosworth borough a safe and welcoming place for ALL who live, work and visit no matter what their background, age, gender, sexual orientation, race, religion, belief or disability."

**The Refresh Plan has set out two overarching priorities that support the Leicestershire Local Area Agreement (LAA) Community Safety Strategy:**

- 1. Improving Public Confidence**
- 2. Reducing Re-offending**

**Locally the partnership in supporting the above has agreed the following supporting priorities:**

- Reducing serious acquisitive crime (NI 16)
- Reducing the rate of violent crime (NI 15 Serious Violent Crime and NI 20 Assault with less serious injury)
- Reducing anti-social behaviour and improving public satisfaction (NI 21)
- Reducing the harm caused by substance misuse (NI 115 and LI 11)
- Providing diversionary activities/opportunities for those most at risk of re-offending or offending (NI 18 and NI 19)
- Supporting victims, especially the most vulnerable
- Ensuring equality of service



## IMPROVING PUBLIC CONFIDENCE ACTIONS

|   | DETAIL  | OUTCOME  | OWNER          | RESOURCE                 | DATE DUE               | PROGRESS RAG   |
|---|---|--|----------------|--------------------------|------------------------|--|
| 1 | Monitor annual CRAVE survey and use as an indicator to identify potential pockets of low satisfaction.                    | Reach a 58.7% satisfaction level   | Delivery Group | No Financial implication | March 2011             | Monthly monitoring in place and response actions being taken                         |
| 2 | Support Barwell Recovery Action Plans relating to improving public confidence and improved services to vulnerable victims | Improve public confidence and reassurance in Barwell                     | Delivery Group | HBBC and ABG funds       | March 2011             | Action Plans in place and outstanding actions passed to Community Safety Partnership |
| 3 | Implement Partnership ASB Minimum standards and supporting action plans.  | Reassure public by providing standards expected                          | SS             | Staff                    | April 2010 and ongoing | ASB Minimum Standards Published Action Plans being developed.                        |
| 4 | Support Pride In Barwell Action Plan around reassurance and celebration activities  | Improve public confidence and reassurance in Barwell                     | Rachel Duncan  | HBBC and ABG funds       | March 2011             | Action Plans in place and ongoing  |
| 5 | Implement NHW Super Plus in Earl Shilton and Barwell<br>Provide additional schemes:<br>Wykin Estate<br>Bagworth/Thornton  | Improve community engagement , safety and re-assurance in priority areas | Rachel Duncan  | HBBC and ABG funds       | August 2010            | Post agreed and being advertised<br>Wykin and Bagworth Schemes in place              |

|   | <b>DETAIL</b>   | <b>OUTCOME</b>  | <b>OWNER</b>     | <b>RESOURCE</b>   | <b>DATE DUE</b>           | <b>PROGRESS RAG</b>   |
|---|---|---|------------------|-------------------|---------------------------|---|
| 6 | Support and improve the Hinckley Night Time economy, making it a safe place to visit and enjoy.                   | Implement Beacon Action Plan including Light Nights/Best Bar None Awards/Summer and Christmas Campaigns Safety Crew | Angela Egan      | Beacon Funding    | March 2011                | Action Plans and Working Group in place   |
| 7 | Develop a joint and effective Community Safety Partnership media strategy and refresh the communication strategy. | Improved public awareness of positive initiatives and improved confidence   | Brendan Mc Grath | Officer Time      | October 2011              | Communications Strategy refreshed and awaiting approval.                            |
| 8 | Implement a Safe at Home Scheme for the elderly and most vulnerable – supporting FIRST CONTACT                    | Improved reassurance for most vulnerable victims and potential victims  | Sharon Stacey    | ABG and BCU Funds | March 2011                | Funding and referral system in place. To be re-launched through Hinckley & Bosworth |
| 9 | Develop a local calendar of partnership events which incorporates seasonal campaigns.                             | Improved Partnership joint working and reassurance  | Delivery Group   | Officer time      | November 2011 and ongoing | Template available. Calendar to be populated.                                       |

|    | <b>DETAIL</b>   | <b>OUTCOME</b>   | <b>OWNER</b>   | <b>RESOURCE</b>                | <b>DATE DUE</b> | <b>PROGRESS RAG</b>  |
|----|---|--|----------------|--------------------------------|-----------------|--|
| 10 | To ensure the Hinckley & Bosworth JAG responds to the recommendations of the county wide review   | Reduction of ASB in key locations<br>Improved public confidence and reassurance and sustainability | JAG            | Officer Time and ABG/BCU Funds | March 2011      | JAG in place   |
| 11 | Increase ASB Mobile CCTV Capacity   | Improved victim reassurance and detections   | Delivery Group | £3,600                         | October 2010    | Funding bid to BCU approved                                  |
| 12 | Respond to trends in the partnership tactical assessment to direct activity aimed at reducing<br>Serious Acquisitive Crime<br>Violent Crime<br>Anti-Social Behaviour<br>Criminal Damage<br>Domestic Violence & Hate incidents | Reduced crime levels<br>Improved public confidence<br>Reduced offending                            | Delivery Group | ABG and BCU Funds              | March 2011      | Produce a calendar to respond to crime and seasonal trends   |
| 13 | Continuous development/sustainability of Street Pastor Scheme in Partnership with St. Francis Community Centre and new scheme at Barwell/Earl Shilton   | Improved public confidence and reassurance in priority locations                                   | Delivery Group | ABG/BCU Funds<br>£1k           | August 2010     | Funding in place<br>Barwell project to be launched July 2010 |
| 14 | Improve services for Survivors of Domestic Abuse<br>i.e.<br>New Directory<br>Easy Write – Easy Read leaflet<br>Outreach Access, Survivors Group   | Improved customer confidence and reassurance   |                | HBBC<br>County Contribution    | March 2011      | All completed except new directory                           |

|    | <b>DETAIL</b>  | <b>OUTCOME</b>  | <b>OWNER</b>            | <b>RESOURCE</b>                           | <b>DUE DATE</b>        | <b>PROGRESS RAG</b>  |
|----|--|---|-------------------------|---|------------------------|--|
| 15 | Establish Community House Projects as Hate Incident Reporting Centres and support County Stop and tell Campaigns   | Increased reporting<br>Improved reassurance especially for vulnerable victims               | Rachel Duncan           | Officer time<br>ABG funding<br>March 2011 | Jan 2011               | All Community Houses now HIMP Reporting centres. Stop and Tell campaign planned for Jan 2011 |
| 16 | Continue to support services including Outreach for harm reduction, drug and alcohol abusers and families, around prevention, education and awareness to young people throughout the borough | Improved services for the most vulnerable   | Shani Smith/Angela Egan | ABG                                       | March 2011 and ongoing | To monitor who accesses the services of Next Generation and engages to enable analysis       |
| 17 | Complete an EIA on the Partnership's Refreshed Crime and Disorder Reduction Plan 2010/2011   | Ensure equality of service for ALL no matter what background especially the most vulnerable | Delivery Group          | Officer Time                              | Oct 2010               | 2009/2010 refreshed needs updating for new plan taking into account Pilkington action plans  |

### REDUCING REOFFENDING ACTIONS

|    | DETAIL   | OUTCOME  | OWNER          | RESOURCE        | DATE DUE   | PROGRESS RAG   |
|----|--|--|----------------|-----------------|------------|--|
| 1  | Target local nominals, repeat offenders and PPO's and take positive enforcement actions  | Reduced offending and re-offending   | Rich Ward      | Police          | Ongoing    |  |
| 2  | Explore A5 ANPR CCTV Project   | Reduced threat from travelling criminals using A5/M69 corridor                     | Delivery Group | £110k           | March 2011 | Funding Bid to LAA" placed on reserve list   |
| 3  | Following tactical assessments continue to undertake actions and initiatives aimed at reducing: Serious Acquisitive Crime, Violent Crime, Antisocial Behaviour, Domestic Violence & Hate incidents | Reduced re-offending<br>Improved public confidence                                 | Delivery Group | BCU/ABG funding | March 2011 | Ongoing  |
| 4  | Develop a programme of intervention events around consequences for identified persistent/core young ASB offenders eg. Northern Parishes PAYP   | Reduced re-offending by ASB offenders<br>Reduced ASB<br>Improved public confidence | Delivery Group | £1000 ABG       | March 2011 | Northern Parishes PAYP Project delivered. Programme of intervention to be planned. |
| 5. | On the Edge project : To target potential offenders of ASB to educate on the consequences of their behaviour, to prevent offending and re-offending  | Prevention of offending and re-offending   | Shani Smith    | £30k            | March 2011 | On the Edge rejected<br>Shani Smith applying for alternative funds                 |

| Detail  | Outcome                                   | Owner                         | Resource  | Due Date         | Progress RAG   |
|---|---|-------------------------------|---|------------------|--|
| <b>6</b> Safety Crew : Continue to educate and reduce re-offending by informing young people about consequences and good citizenship  | Reduced offending and re-offending        | Maddy Shellard/Angela Egan    | Officer Time<br>Cost of SafetyCrewbooklets and hire of 637Bus | March 2011       | Programme for 2010 in place  |
| <b>7</b> Continue to provide positive activities and diversion for young offenders and those most at risk of offending through Community House programmes                                     | Reduced re-offending                      | Rachel Duncan                 | HBBC and Partnership funding                                  | March 2011       | Programme for 2010/11 in place and ongoing   |
| <b>8</b> Continue use of Beacon Funds to reduce Alcohol fuelled violent crime, Domestic violence, Hate Crime and ASB in the Town Centre.  | Reduce re-offending and risk of offending | Angela Egan<br>Delivery Group | Beacon Funding  | March 2011       | Ongoing initiatives  |
| <b>9</b> Under 18 repeat offenders of alcohol fuelled violence. Actions to ensure repeat offenders have access to Alcohol mentoring scheme  | Reduce risk of re-offending               | Delivery Group/Jane Neal      | BCU   | Mach 2011        | Mentoring Scheme in place via St.Francis Community Centre, need to promote referrals |
| <b>10</b> Continue to develop and implement joint alcohol harm reduction campaigns collaboratively across the South Policing Area including Proxy Purchasing project i.e. World Cup Campaign. | Reduce risk of re-offending               | Angela Egan                   | South Area TAPP Funding and BCU                               | Starts June 2010 | Action plans in place to be implemented across South Area during event               |

| DETAIL   | OUTCOME   | OWNER | RESOURCE  | DUE DATE   | PROGRESS RAG                    |
|--|---|-------|-----------|------------|---------------------------------|
| 11 Undertake ongoing Domestic Abuse Campaigns including "Love My Neighbourhood" National Domestic Violence Week Seasonal Campaigns FLASH Initiative  | Reduce risk of re-offending<br>Reduce violent crime<br>Improved Reassurance and confidence of survivors |       | DV Budget | March 2011 | On going                        |
| 12 Explore feasibility of a voluntary domestic abuse perpetrators course jointly with Blaby  | Reduce reoffending by perpetrators  |       | DV Budget | March 2011 | Initial discussions taken place |
| 13 Map and develop support services and awareness for survivors of domestic violence where drug and alcohol misuse is a major contributory factor leading to violent crime within the home | Reduce reoffending by perpetrators  |       | DV Budget | March 2011 | On going                        |

The Partnership has agreed the following outcomes that support County LAA National Indicators and locally adopted National/Local Indicators as set out in the table below:

| Indicator  | Objective   | Owner  | Baseline                         | 2011 Target                          | RAG Progress Update                                       |
|--|---|--------|----------------------------------|--------------------------------------|---|
| <b>NI 18:</b> Reduce offending by adults under probation supervision | <i>The lives of offenders and those at risk of offending are improved so they are less likely to offend (LAA 1.3)</i> | County |                                  |                                      | No clear County or disaggregated baseline and targets set |
| <b>NI 19:</b> Reduce rate of proven re-offending by young people     | <i>The lives of offenders and those at risk of offending are improved so they are less likely to offend (LAA 1.3)</i> | County | 1.29 offences per young offender | 1.21 offences per young offender     | On target as at end July 2010                             |
| <b>NI 20:</b> Reduce the rate of assault with injury                 | <i>People feel (and are) safer from violence (LAA 3.1)</i>  | County | 2008/9 - reduced by 3%           | Further 6% reduction to 5.08 by 2011 | On target as at end July 2010                             |



| Indicator  | Objective  | Owner                      | Baseline                         | Target             | Progress RAG  |
|--|--|----------------------------|----------------------------------|--------------------|---|
| <b>NI 21:</b> Dealing with local concerns about anti-social behaviour and crime issues by the local council and police | <i>Disorder and anti-social behaviour is low compared to comparable areas and is being tackled effectively (LAA 3.2)</i> | Citizen Panel/CRAVE        | 25% (Place Survey 2008 baseline) | 33%                | Place survey no longer in place to measure NI21. Locally Police target of achieving 58.7% satisfaction levels by March 2011 adopted by Partnership. |
| <b>NI115:</b> Young people and substance misuse (CYPS Theme) (County target)   | <i>The harm caused by drug and alcohol misuse is reduced in local communities (LAA 6.2)</i>                              | DAAT measure<br><br>County | 14.3%                            | 11%                | On Target   |
| <b>LI 11 (NI 40):</b> Increase the number of drug users in effective treatment (local indicator)                       | <i>The harm caused by drug and alcohol misuse is reduced in local communities (LAA 6.2)</i>                              | DAAT                       | 1084                             | 1161 (7% increase) | On Target   |

| Indicator   | Objective  | Owner  | Baseline  | Target  | Progress RAG  |
|---|--|--------|---|---|---|
| LI The Police confidence target is 58.7%  | <i>People feel more confident that the partnership is dealing effectively with Crime and Disorder. Rates of re-offending are reduced</i> | Police | 43%   | 58.7 %  | Currently over target   |
| LI support the Police Authority stretch targets of:<br><br>Overall Serious Acquisitive Crime 9% reduction<br><br>Burglary Dwelling 15% reduction<br><br>Robbery 20% reduction<br><br>Theft of Motor Vehicle 3% reduction<br><br>Theft from Motor Vehicle 5% reduction | <i>People feel more confident that the partnership is dealing effectively with Crime and Disorder. Rates of re-offending are reduced</i> | Police | 2009/10 baselines:<br><br>1265<br><br>444<br><br>24<br><br>175<br><br>622 | <br><br>1151<br><br>377<br><br>19<br><br>170<br><br>591 | Over target as at end July 2010<br><br>On target as at end July 2010<br><br>Over target as at end July 2010<br><br>On target as at end July 2010<br><br>Over target as at end July 2010 |
| NI 15 Serious Violent Crime with a local target of 3% reduction year on year  | <i>People feel (and are) safer from violence )</i>   | County | 0.3   | 0.2   | On Target as at end July 2010   |

| Indicator  | Objective  | Owner                                    | Baseline                            | Target | Progress RAG                  |
|--|--|--|-------------------------------------|--------|-------------------------------|
| Reduce violent crime in the Hinckley Town Centre by 15% by 2011 (compared to 2008).                          | <i>People feel (and are) safer from violence )</i>   | Police                                   | 266 (Public Order and Assault Bt24) | 226    | Currently on target           |
| Reduce repeat victimisation of domestic violence victims in the Borough by 3% by 2011 (compared to 2008)     | <i>People feel (and are) safer from violence )</i>   | Police                                   |                                     |        | Currently on target           |
| Increase reporting of hate crime to the Hate Incident Monitoring project by 7.5% by 2011 (compared to 2009). | <i>People feel (and are) safer from violence )</i>   | Data received from Anita Chavda (County) | 16                                  | 17     | Currently on target           |
| Reduce ASB by 5% across the Borough year on year by March 2011   | <i>People feel more confident that the partnership is dealing effectively with Crime and Disorder. Rates of re-offending are reduced</i> | County                                   | 4168 (07/08 Baseline)               | 3574   | On target as at end July 2010 |
| Reduce criminal damage by 10% in the Borough.  | <i>People feel more confident that the partnership is dealing effectively with Crime and Disorder. Rates of re-offending</i>             | County                                   | 1325 (09/10 baseline)               | 1192   | Currently on target           |

|  | <i>are reduced</i>   |              |   |               |   |
|--|--|--------------|---|---------------|---|
| <b>Indicator</b>   | <b>Outcome</b>   | <b>Owner</b> | <b>Baseline</b>                                       | <b>Target</b> | <b>Progress<br/>RAG</b>   |
| (LI 17) Increase the number of people in effective treatment through Next Generation Project (no of Substance Misuse worker clients) | <i>People feel more confident that the partnership is dealing effectively with Crime and Disorder. Rates of re-offending are reduced</i> | Shani Smith  | 240<br><br>(extrapolation on last quarter of 2009/10) | 252           | To develop a better monitoring system so we can evaluate who is accessing the project and the outcome |
| CUSTOMER SATISFACTION<br>Obtain a target of 80% overall satisfaction level of people who are victims of ASB                          | <i>People feel more confident that the partnership is dealing effectively with Crime and Disorder.</i>                                   | Council      | TBC March 2011  | 80%           | ASB Satisfaction Survey being developed. Baseline to be set.  |

**SCRUTINY COMMISSION – 28 OCTOBER 2010**

**REPORT OF DEPUTY CHIEF EXECUTIVE (CORPORATE DIRECTION)**

**RE: HANSOM CAB / TANTIVITY STAGECOACH UPDATE**

---

**1. PURPOSE OF REPORT**

- 1.1 To advise the Scrutiny Commission of the current condition of the Hansom Cab and Tantivy Stagecoach currently housed at the Hinckley Island Hotel, A5 Watling St Hinckley and outline options to ensure they remain on public display. This report is presented to the Committee on the request of the Chairman and Vice-Chairmen.

**2. RECOMMENDATIONS**

- 2.1 That the Scrutiny Commission notes the report and consider the available options for continued public display of the two coaches.

**3. BACKGROUND OF THE REPORT**

- 3.1 In 1988 the Council entered into an agreement with the then proprietor (Peter Hicks) of the Hinckley Island Hotel to exhibit the Hansom Cab and Tantivy Stagecoach in a purpose built display area. This agreement was for a minimum of 10 years after which the agreement may be reviewed by either party. It was noted in the agreement that –

*“For the purposes of record however the Council hereby sets out its belief that the vehicle should remain on permanent display at the Hinckley Island Hotel”*

- 3.2 In 1992 the removal of the vehicles to another location was considered at the request of the hotel who wished at the time to redevelop the site. This request was later withdrawn by the Hotel and the coaches remained on display
- 3.3 January 2005 HBBC received confirmation from the Paramount Hotels Group that the company recognised HBBC’s ownership of the Hansom Cab and Tantivy Stagecoach which was on display at the hotel and the agreement will be unaffected by the change of ownership. It was also confirmed that how long the coaches could remain on site could not be guaranteed.
- 3.4 As a part of planned Asset Management condition surveys, a visit to Hinckley Island Hotel took place on in February 2006 in attendance were Grace Deeks (Leicestershire County Council Conservation Officer), Fred Hartly (Keeper of Collections), Paul Harnedy (Hinckley Island General Manager) and Malcolm Evans (Estates and Asset Manager HBBC). During this visit the coaches were evaluated with regard to their condition along with the suitability of the environment in which they were stored. Grace Deeks confirmed that the vehicles were in “reasonable condition” and the environment was considered suitable however some minor defects were noted with regard to their accommodation by Malcolm Evans.

#### 4. CURRENT SITUATION

- 4.1 A further condition survey to both the coaches and buildings was carried out in July 2010. The vehicles remain in the brick built glass fronted display building which is now part of the Barcelo Hinckley Island Hotel. The building appears to remain dry and secure but there is a cracked window and the wooden door and window frames are in poor condition compared to that of the previous survey. The area was fairly dusty but not particularly dirty. It was a very hot day with outside temperatures reaching 28°C. The glass front of the building faces south/southwest but it would appear that in summer, the sun is too high and the building structure too low for sun to shine in directly. Both carriages appear to be unaffected by the light but the synthetic manes and tails on the replica horses have faded to a purple colour.
- 4.2 The detailed condition report and associated photographs are attached to this report. Grace Deeks further commented on the current condition of the coaches and described them as follows:
- 4.3 **Tantivy Stage Coach condition -**  
The coach is in fairly good condition and has obviously been restored. The upholstery and windows are not original. There are some cracks in the hubs of the wheels which is normal on old vehicles. 3 of the wheels appear sound but there is a hole going right through the wood on the left front wheel which could compromise the strength of the wheel. A subsequent check on this hole has however shown no sign of insect infestation so it is presumed that the cause was old rot. There is no indication that anything in the building would cause this problem to get any worse. There is also some paint loss on the wheel spokes and felloes. (wooden rim of wheel under the iron tyres) There is some slight rusting on the springs. There are extensive cracks on the front, rear and sides of the body and on the sides of both boots. The footboard has various splits in it and shows signs of wear and tear damage. There is some bubbling of the black paint on the right hand side of the rear boot. Generally, the condition appears very similar to the state of the coach on our previous visit in 2006.
- 4.4 **Hansom Cab condition**  
The Hansom Cab is much less heavily restored than the Stage Coach and consequently does not appear to be in such good condition. However the original condition of the leather in the interior is important and it all needs professional conservation. This includes the leather lining to the doors and around the windows, on the seat cushion and the interior rear panel. There are cracks throughout the wooden panels of the carriage body and in the front panel and floor but this is the condition which was reported 4 years ago and no significant deterioration appears to have taken place.
- 4.5 In summary both carriages are coping well with the conditions in the display annex. However they are fairly fragile and if they were to be moved elsewhere, professional advice should be sought regarding the detail and logistics of such a move and the desirable environment of any future display or storage venue.

## 5. RELOCATION OPTIONS

- 5.1 The current location of the coaches is deteriorating and the Council may have to invest in the structure within the next 5 years to maintain the weather tight enclosure. It should be noted however that the structure is not a Council asset and any investment in the enclosure should be linked with a binding legal agreement allowing the continued public display of the coaches. This could only be achieved with the Hotel's continued support.
- 5.2 If the coaches are to be moved then professional advice should be sought on how best to achieve this and to what kind of environment they should be stored / displayed in. The financial implications of which will be the subject of further investigation however with the restricted location and delicate structure of the coaches this is likely to be a specialist relocation.
- 5.3 At present the housing of the coaches is currently rent free and any new location will have to consider either the revenue cost for leased space or loss of revenue if within a Council Asset.
- 5.4 Suggested alternative locations include;
- The Atkins Building – The only ground floor area large enough to display one of the coaches is currently identified as a café / gallery area both of which are considered essential in the business case to support the public side of the buildings operation. These areas are also subject to detailed negotiations with prospective tenants and the financial income has been included in the Atkins business case. At this stage the Atkins Building cannot be considered as a viable solution to housing either coach.
- 5.5 The Southern Gateway Development –The relocation of both coaches to this development has not formed a part of the negotiations with MRP. It is unlikely that any internal space could be made available for their display without compromising either HBBC or potential partner accommodation. The possibility of displaying the coaches externally may be an option however there will be both Capital and Revenue implications for the construction and maintenance of a suitable display structure alongside the loss of parking spaces. Consideration for suitable security and environmental controls will also be required if the coaches are displayed in this manner.
- 5.6 Custom built display – The construction of a custom display in a park or town centre location within Hinckley may also be an alternative again Capital, Revenue, security and environmental controls will need to be considered fully.
- 5.7 Coventry Transport Museum – It may be possible to offer the coaches to a museum such as Coventry's Transport Museum. I have written to them asking for their interest to see if such an option is viable. Steven Bagley Head of Collections and Learning visited site on Tuesday 17<sup>th</sup> August to view the coaches and comment on their condition. Mr Bagley confirmed both coaches were in good condition and that he was particularly impressed with the Hansom Cab. He also confirmed that Coventry Transport Museum may be interested in displaying the Hansom Cab and that he would put this forward to his Board for their consideration. It should be noted that whilst the museum may offer a long term solution for the display of the Hansom Cab it is unlikely

the Tantivy Stagecoach will be accommodated. It should also be noted that any relocation costs will be the responsibility of HBBC.

**6. FINANCIAL IMPLICATIONS (IB)**

6.1 Capital and Revenue costs are currently not known. These costs will have to be finalised and reported as part of any decision.

**7. LEGAL IMPLICATIONS (AB)**

7.1 None raised directly by this report.

**8. CORPORATE PLAN IMPLICATIONS**

9.1 None identified arising directly from the report.

**10. CONSULTATION**

10.1 None identified arising directly from the report.

**11. RISK IMPLICATIONS**

12.1 Risks have been considered as a part of this report. A detailed risk register will need to be developed if the project is to be approved and agreed by SLB.

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

13.1 None identified arising directly from the report.

---

Contact Officer: Malcolm Evans, Estates and Asset Manager Ext. 5614  
Ilyas Bham, Group Accountant Ext. 5924  
Adam Bottomley, Senior Solicitor Ext. 5621

Deputy Chief Executive (Corporate Direction) Ext. 5607



**SCRUTINY COMMISSION – 28 OCTOBER 2010**

**REPORT OF THE DEPUTY CHIEF EXECUTIVE (COMMUNITY DIRECTION)**

**RE: WEST LEICESTERSHIRE AND NORTHERN WARKWICKSHIRE CROSS-BORDER DELIVERY PARTNERSHIP**

---

**1. PURPOSE OF REPORT**

This report, submitted for discussion purposes, concerns a proposal that has been submitted to Government in respect of a business endorsed partnership for the development and delivery of cross-border enterprise activity covering the areas of Hinckley & Bosworth, Nuneaton & Bedworth and North Warwickshire.

**2. RECOMMENDATION**

Members are requested to endorse this key strategic Cross-border Delivery Partnership submission to the Department for Communities & Local Government.

**3. BACKGROUND**

3.1 The Government's proposal to replace the Regional Development Agencies with Local Enterprise Partnerships (LEPs) offers local authorities and businesses an opportunity to play a more significant role in economic development in their areas

3.2 The Government has suggested that LEPs demonstrate:

- That areas are natural economic areas rather than administrative boundaries
- That there should be 2 or 3 overwhelming and compelling reasons for local authorities working together
- Business must be at the heart of the LEP
- Local business leaders need to play a central role in defining every area's economic future
- Business must be assured that private sector growth, job creation, and balanced local economies are LEPs overriding priorities

3.3 Hinckley & Bosworth Borough Council therefore recognised an opportunity to deliver cross-border enterprise projects and has, as a result of this, worked with Nuneaton & Bedworth Borough Council and North Warwickshire Borough Council on a submission to Government. The area is seen as a natural cohesive economic area, with a linked 'travel to work' area, that could help deliver cross-border projects that the proposed LEPs in Leicester & Leicestershire and Coventry & Warwickshire, in their submissions to Government, are aspiring to.

#### 4. **THE CROSS-BORDER DELIVERY PARTNERSHIP**

- 4.1 The submission comprises a public/private partnership, consisting of a cross-border working arrangement. The proposal is to deliver tangible and workable projects, which will enhance our natural economic and geographical relationship along the A5 corridor and **complement** the work of the Local Enterprise Partnerships that have been submitted for Leicester & Leicestershire and Coventry & Warwickshire. This Council is a member of the Leicester & Leicestershire LEP and Nuneaton & Bedworth and North Warwickshire Borough Councils are members of the Coventry & Warwickshire LEP.
- 4.2 This proposal is not therefore in competition with the wider LEPs proposed in the locality, but rather a Cross-Border arrangement to facilitate the delivery of the LEP agendas across the two LEP areas of Coventry & Warwickshire and Leicester & Leicestershire. The partnership will work together on certain initiatives where, because of their close physical juxtaposition and economic similarities, it makes commercial sense to do so, acknowledging the fact that the private sector does not recognise 'administrative boundaries'.
- 4.3 This is not an exclusive cross border partnership and other authorities may wish to become involved on certain initiatives e.g. Blaby District Council / North West Leicestershire District Council /Rugby Borough Council /Tamworth Borough Council.
- 4.4 Support letters were received (and submitted to Government) from 15 prominent local businesses and organisations including MIRA Limited, Twycross Zoo, North Warwickshire & Hinckley College, LDJ Solicitors, British Waterways, Hinckley & Rugby Building Society, Hinckley & Bosworth Tourism Partnership, Hinckley Business Association.
- 4.5 Currently the Government's response to the 56 LEP proposals and three cross-border submissions, for England, is awaited.
- 4.6 The bid submission and accompanying letter are included in Appendix A and B respectively. The bid submission (under Point 10) gives a list of cross-border projects that should be considered.

#### 5. **FINANCIAL IMPLICATIONS**

There are none arising directly from this report.

#### 6. **LEGAL IMPLICATIONS**

There are none arising directly from this report.

#### 7 **CORPORATE PLAN IMPLICATIONS**

The report has synergy with the Corporate Plan's aim of 'achieving a thriving economy' and the planned outcome of 'regeneration of the Borough and engaging local businesses to provide a vibrant economy'.

8. **CONSULTATION**

The submission has been supported by a number of local businesses.

9. **RISK IMPLICATIONS**

None as yet defined

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

If the proposal is accepted it will be beneficial to all areas of the community because it will support local businesses.

11. **CORPORATE IMPLICATIONS**

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

**Community Safety Implications:**

None as a direct consequence of this report.

**Environmental Implications:**

None as a direct consequence of this report.

**ICT Implications:**

None as a direct consequence of this report.

**Asset Management Implications:**

None as a direct consequence of this report.

**The human resource implications:**

None as a direct consequence of this report.

**Planning Implications:**

None as a direct consequence of this report.

**Voluntary Sector**

None as a direct consequence of this report.

---

Background papers:

Appendix A: Cross-Border Delivery Partnership Submission.

Supporting letter from Hinckley & Bosworth Borough Council, Nuneaton & Bedworth Borough Council and North Warwickshire Borough Council.

Contact Officer: Judith Sturley Extension 5855

**West Leicestershire and Northern Warwickshire Market Towns  
Cross-Border Delivery Partnership**

**Proposal by Hinckley & Bosworth Borough Council, Nuneaton & Bedworth  
Borough Council and North Warwickshire Borough Council**

This proposal by the West Leicestershire and Northern Warwickshire Market Towns Cross-Border Delivery Partnership (to be known as the Cross-Border Delivery Partnership) is a business endorsed Partnership submission to Government for the development and delivery of enterprise activity specific to the Cross-Border area. (Please also refer to attached letter accompanying this submission)

This proposal is a public/private Partnership, which comprises a cross-border working arrangement. It will deliver tangible and workable projects, which will enhance our natural economic and geographical relationship along the A5 corridor and **complement** the work of the LEPs of which we are members. The proposal is not to be construed as being in competition with LEPs proposed in the locality, but a Cross-Border arrangement to facilitate the delivery of the LEP agendas across the two LEP areas of Coventry & Warwickshire and Leicester & Leicestershire.

**1) Geographic Area**

The geographic area of this partnership comprises:

Hinckley and Bosworth Borough Council  
Nuneaton & Bedworth Borough Council  
North Warwickshire Borough Council

This is not an exclusive cross border partnership and other authorities may wish to become involved on certain initiatives e.g. Blaby District Council / North West Leicestershire District Council /Rugby Borough Council /Tamworth Borough Council

**2) Role of the Partnership**

The Cross-Border Delivery Partnership will work within the framework of the wider Local Enterprise Partnerships (LEPs) for their areas i.e. Leicester & Leicestershire LEP (LLLEP) and Coventry & Warwickshire LEP (CWLEP). The Cross-Border Delivery Partnership will work together on certain initiatives where, because of their close physical juxtaposition and economic similarities, it makes commercial sense to do so. It is important to note that as partners we recognise that the private sector does not recognise 'administrative boundaries'. Therefore the cross-border partnership will operate flexibly, co-operatively and collaboratively on issues and strategies that are relevant. Indeed both the LLLEP and CWLEP in their submissions to Government have expressed the need for collaboration on initiatives across boundaries that will deliver mutual economic benefits. Our proposal is to add 'meat to the bones' of this collaborative proposal in order to be ready to promote initiatives that will meet the criteria for bids through the Regional Growth Fund, indeed ready to submit bid(s) by December 2010.

**3) The Parties**

(1) Local authorities:

- Hinckley and Bosworth Borough Council
- Nuneaton and Bedworth Borough Council
- North Warwickshire Borough Council

In collaboration with:

- Leicester & Leicestershire LEP
- Coventry & Warwickshire LEP

(2) Private sector:

Businesses from each of the local authority areas including but not exclusively:

- Hinckley & Bosworth companies - Triumph/Caterpillar/ MIRA/ Mallory Park/HJ Hall/ Twycross Zoo
- Nuneaton and Bedworth companies – Triton Showers/ Holland & Barrett/ Brose/ Renault Trucks/ Unipart / RS components / Dairy Crest
- North Warwickshire companies - TNT, Aldi, 3M, , BMW, IM Properties, The Belfry, Forest of Arden Hotel, retailers from the 3 market towns
- Lester, Dixon, Jeffcoate solicitors, which has offices in Hinckley, Nuneaton & Bedworth/Cooperative Society with representation in all areas
- Chambers of Trade
- Federation of Small Businesses (Leicestershire and Coventry & Warwickshire branches)

(3) Other:

The Cross-Border Delivery Partnership will work with:

- Business Link
- Universities of Leicester, De Montfort, Coventry and Warwick
- North Warwickshire & Hinckley College which has sites in Nuneaton, Bedworth, Hinckley and Atherstone
- Learning partnerships such as Leicestershire and Leicester City Learning Partnership, North Warwickshire Consortium
- Highways Agency
- British Waterways
- Voluntary organisations
- Town & Parish Councils

#### **4) A Cohesive Area**

The Partnership comprises a natural cohesive economic area for the following reasons:

- Within the A5 transport corridor
- Linked travel to work area
- A number of market towns of varying size
- Important manufacturing area particularly related to motor industry
- Tourism offer e.g. the National Forest/ Forest of Arden/ Twycross Zoo/ Mallory Park/ Bosworth Battlefield /Kingsbury Water Park/ Hartshill Hayes Country Park/ George Eliot associations/Arbury Hall/ Golf & hospitality industry/ heritage sites and attractions
- Canal links i.e. Coventry Canal, Birmingham & Fazeley Canal (part of the Warwickshire Ring) and Ashby Canal

- North Warwickshire & Hinckley College with sites in Nuneaton, Bedworth, Hinckley and Atherstone
- Rural economy (N.B: some farms have land that crosses into two districts)
- Active Business Associations/forums such as Hinckley Town Centre Partnership, Hinckley Business Association, Earl Shilton Business Forum, Barwell Business Association, Northern Warwickshire Chamber (local group from The Coventry and Warwickshire Chamber of Commerce), Northern Warwickshire Tourism Association, Hinckley & Bosworth Tourism Partnership (both with cross boundary membership), Business Network Int'l George Eliot, Coventry & Warwickshire First, Nuneaton Town Management Partnership, Bedworth Town Management Partnership, Market Traders Federation local liaison groups
- Linked industrial heritage in hosiery, boot and shoe, hatting, coal mining

## **5) Development & Implementation Board of the Cross-Border Delivery Partnership**

- Chair to be from a prominent local business (elected annually, ideally with business interest in at least two of the partnership areas)
- A Council Member as Vice Chair (elected annually)
- 2 representatives from private industry from each Council area
- 1 representative of North Warwickshire & Hinckley College
- 1 Member from each Council
- 1 senior officer from each Council
- 1 representative (Member/Officer) of the LLLEP
- 1 representative (Member/Officer) of the CWLEP

## **6) Purpose and Role of New Cross-Border Partnership**

- To exploit the advantageous position of each party, using the A5 corridor as the arterial route and main communication and commuting link
- To focus on the continuing development of the market towns/ market town attractions in West Leicestershire and Northern Warwickshire.
- To seek to unlock key infrastructure projects to enable the regeneration of the market towns
- To link the market towns with their rural hinterlands
- To market the area as a cohesive single product i.e. a Unique Selling Point
- To link with existing business associations/forums/town centre partnerships/Business Improvement Districts
- To create links with universities, colleges, academies, learning partnerships
- To complement initiatives proposed through the LLLEP and the CWLEP.
- To help to obtain funding for regeneration projects, both revenue and capital, particularly to act as a conduit for funding from Central Government
- To look at opportunities from European Structural funds
- To link with housing provision, including affordable

## 7) Key Aims and Outcomes

- Regeneration and economic development
- Tourism development
- Capitalise on the synergy of the partners e.g. travel to work/shopping and leisure provisions/linked industrial heritage
- To assist in the delivery of the aims and objectives of existing economic strategies, Area Action Plans and Sustainable Urban Extensions
- Transport infrastructure: developments and improvements, particularly with regard to the A5
- Capitalise on the A5's accessibility to the M69, M1, M6, M42 and M40
- Work within a framework of reduced bureaucracy

## 8) Current Business Related Initiatives

The following information is provided to demonstrate that the area has a track-record of working in partnership in order to deliver economic regeneration initiatives:

### ***Hinckley & Bosworth***

- Hinckley & Bosworth Borough Council is in a good position to show that it already recognises the importance of the private sector in the economic strength of the area by its existing work with the Hinckley Town Centre Business Improvement District, the Hinckley Town Centre Partnership, the Hinckley Business Association (in particular a successful business awards ceremony at the height of the recession), the Earl Shilton Business Forum and is in the process, with the county council, of setting up a Barwell Business Forum. The council also brings together businesses by organising individual and joint business events.
- The Hinckley Town Centre Regeneration Support Project is working to bring forward the regeneration of key town centre masterplan sites.
- Through its work on the Atkins Creative Innovation Centre and Greenfield project it is nurturing and supporting small businesses particularly those from the creative industries sector. In respect of the Atkins project close links are operating between North Warwickshire & Hinckley College, which is developing the adjacent site for a new facility offering courses in creative and art based subjects.
- HBBC has up-to-date strategies and Action Plans: Economic Regeneration Strategy 2009 - 2014, adopted Core Strategy, Employment Land & Premises Study Review 2010, Town Centre Area Action Plan (due to be submitted to the Secretary of State in September 2010) and, together with its strong partnerships with the private sector, can play an important role in developing cross-border initiatives.

### ***Nuneaton & Bedworth***

- The Nuneaton & Bedworth Town Centres Master Plan, supported by the recent Town Centres Capacity Study and Employment Land Review, will help develop the Core Strategy
- Nuneaton & Bedworth Borough Council are looking to develop the Vicarage Street / Church Street site for offices, hotel, library and ancillary retail, bars

and restaurants. It is anticipated that the site will be brought to the market in November 2010.

- NBBC is working with Tesco in Bedworth which will lead to a major redevelopment for the town centre. This will present an opportunity during the construction stage to promote, support and preserve existing businesses in the town centre
- NBBC works with Pride in Camphill, an award winning community led area based regeneration project bringing in multi-million pound private and public investment of over £200m.
- NBBC has provided free land and in partnership with the Registered Social Landlord (Housing Associations), the Homes and Communities Agency has given £25m (between 2008 – 2011) of social housing grant to the HA. This will have provided 465 affordable units (apartments and houses) by March 2011. U-Choose, currently our sub-regional letting scheme partnership could work with HBBC to encourage joining, enhancing the offer of living closer to employment opportunities as and when they arise.
- By securing TJ Hughes as an anchor store within the Ropewalk retail centre, NBBC will work to enhance the retail offer in Nuneaton Town Centre and create local jobs.
- NBBC is currently facilitating a new Business Networking Forum in the Borough, whose role will be to influence and support the core strategy, present a clear marketing offer for potential investors and act as a consultative panel. It will work towards enhancing and supporting economic prosperity and growth for the Borough.

### ***North Warwickshire***

- North Warwickshire is finalising the successful implementation of the Advantage West Midlands and English Heritage Partnership Scheme for the Market Town of Atherstone. There is scope for this to be expanded to other properties in the town to further aid regeneration of the historic centre and for lessons learnt to be transferred to other areas.
- The Borough Council, as accountable body, is also part way through delivery of the European funded LEADER programme. Just over £1 million has been awarded to the borough to improve access to services for both local people and businesses, and to develop a more inclusive and sustainable community transportation and communications network. The programme, which is being managed in partnership with Warwickshire CAVA, aims to involve local people in identifying needs and making decisions on how the money is spent.

## **9) Project Delivery**

- The Cross-Border Delivery Partnership will prepare bids in respect of cross-border projects for support through the Government's Regional Growth Fund.
- The Cross-Border Delivery Partnership will also seek to obtain funding from other appropriate sources as and when the possibility arises.
- Initiatives proposed by the Cross-Border Delivery Partnership will seek to complement projects proposed by the LLLEP and the CWLEP and will work together to draw on EU Structural Funds where appropriate.

It should be noted that:



- Funding for initiatives ought to comprise both revenue and capital monies. Business support is essential but also funds need to be available for physical regeneration so that new sites for employment can be kick-started.

## **10) Projects for Consideration**

### **High Priority**

- Developing, supporting and marketing the economic possibilities of the strong linked tourism offer e.g. canal initiatives
- Specific market town projects to assist in their regeneration and in particular street market developments, encouraging start-ups and supporting and assisting them in growing and developing
- Based on an area with a similar skills base, a skills and training programme that seeks to meet the needs of local businesses and one that will capitalise on the possibilities that the further education college, which operates cross-border, can offer.

### **Other Important Initiatives**

- Initiatives that drive enterprise from larger companies through to micro businesses and sole market traders
- Schemes to provide small good quality, energy efficient industrial units
- Incubator facilities and 'grow on/move on' space
- Manufacturing support programme
- Farm collaboration/diversification projects
- A graduate placement programme to ensure that graduates are work-ready and have the skills required by local companies
- Cross-sectoral and supply chain networks

Signed by:

(signature removed)

Steve Atkinson, Chief Executive, Hinckley & Bosworth Borough Council

(signature removed)

Christine Kerr, Chief Executive, Nuneaton & Bedworth Borough Council

(signature removed)

Jerry Hutchinson, Chief Executive, North Warwickshire Borough Council

2<sup>nd</sup> September 2010

**Amended 6<sup>th</sup> September 2010**

## APPENDIX B

Please ask for Steve Atkinson  
Direct dial 01455 255606  
Email [steve.atkinson@hinckley-bosworth.gov.uk](mailto:steve.atkinson@hinckley-bosworth.gov.uk)  
Your ref  
Our ref  
Date

The RT Hon Dr Vince Cable MP  
Secretary of State for Business,  
Innovation and Skills and President of the Board of Trade  
Department for Business, Innovation & Skills  
1 Victoria Street  
London SW1H 0ET

The RT Hon Eric Pickles MP  
Secretary of State for  
Communities and Local Government  
Eland House  
Bressenden Place  
London  
SW1E 5DU

Dear Ministers

### **The Cross-Border Delivery Partnership**

On Friday, 3 September 2010, North Warwickshire, Nuneaton & Bedworth and Hinckley & Bosworth Borough Councils submitted a cross-border LEP submission, supported by a number of prominent local businesses, as a complementary LEP bid to the LEP submissions by Leicester & Leicestershire and Coventry & Warwickshire which all three authorities fully support.

The purpose of our submission was to show how the cross-border arrangements mentioned in the main bids could work in areas along the A5 which have done very badly out of previous funding regimes under the old RDA arrangements.

The three authorities have, however, taken account of the concerns expressed by partners in our respective sub-regions and, as a result, wish to amend our submission to make it clear that it is not a separate LEP submission, but a cross-boundary arrangement to facilitate the delivery of the LEP agenda in the cross-border area. We believe, as messages from Government indicate, innovative solutions are being sought, a supporting document of this nature, which crosses traditional administrative boundaries, can only strengthen the main submissions.

Be assured that all three authorities are fully behind the two main LEP bids and wish to see them succeed.

- 2 -

We look forward to hearing from you on this matter in due course.

Yours sincerely

(signature removed)

Steve Atkinson, Chief Executive, Hinckley & Bosworth Borough Council

(signature removed)

Christine Kerr, Chief Executive, Nuneaton & Bedworth Borough Council

(signature removed)

Jerry Hutchinson, Chief Executive, North Warwickshire Borough Council



*A Borough to be proud of*

Hinckley & Bosworth  
Borough Council

# **Overview and Scrutiny Work Programme 2010/2011**

**ISSUE 2010/05: OCTOBER 2010**

Welcome to Hinckley and Bosworth Borough Council's Overview and Scrutiny Work Programme, which sets out the work to be carried out by the Council's Scrutiny Commission during 2010/2011.

A structured, focussed and supported scrutiny process, which dovetails into the Council's wider democratic, performance and financial management processes, provides for an evidence based approach to challenging and developing the Council's long term vision and priorities and ensuring that the needs of the Borough's Citizens are met.

This is the sixth year that we have managed the work of scrutiny through a work programme. Following a review of progress in November 2005, it was proposed that future work programmes be configured into the following categories to better represent all the roles and responsibilities of the Overview and Scrutiny Function:

- **Scrutiny Topics** – This includes items of particular interest to overview and scrutiny that can be classified as 'scrutiny topics' to investigate in particular detail.
- **Performance Management Information** – Information provided by the council identifying current performance levels against performance indicators, progress with implementation of business delivery plans, best value reviews and service improvement projects. This is in accordance with the Council's Performance Management Framework.
- **Participation in Policy Development Issues** – These are issues being revised or introduced by the Council or other external organisations. The Overview and Scrutiny Function should be engaged in the development of such matters so that the decision-making body (Executive, Council or external organisation) are informed of all possible views before taking a decision / agreeing a new policy. This will need to be updated in the Council's Constitution.
- **Tracking of implementation with previous recommendations** – The scrutiny committee will review progress with the implementation of previously agreed recommendations.
- **Committee Management Issues** – These include the minutes of previous meetings, progress reports on actions, overview and scrutiny work programmes and development issues for the overview and scrutiny function.

The Work Programme ensures that Scrutiny's work is:

outcome focussed;  
prioritised accordingly;  
resourced properly; and  
project planned properly.

The Work Programme has been designed to ensure it is a living document and it will be reviewed at each meeting of the Scrutiny Commission, and the Select Committees will also review their sections at each of their meetings, to ensure it remains focussed and relevant.

*Councillor Matthew Lay*  
*Chairman of Scrutiny Commission*

## **SCRUTINY COMMISSION WORK PROGRAMME 2010/2011**

### **1. Citizens' Panel Consultation Results**

- Use the results of the survey improving Your Area as a Place to Live and Work to inform priorities and policy.
- Report on issues identified in the 2009 results of Council Priorities & Budget Spend.

### **2. Performance Improvement**

- How the Council proactively manages performance to ensure that issues are addressed in a timely fashion and that there is continuous improvement; and
- Monitor the quarterly Performance Reports to Executive and the decisions they take.
- Risk Management.

### **3. Implementation of Rural Areas Review**

- Annual progress report on implementation of outcomes;
- Looking at the impact of the LDF on the rural areas

### **4. Transport Review**

- Look at transport in the Borough

### **5. Community Safety Partnership**

- Six-monthly report on progress of Partnership

## SCRUTINY COMMISSION

### TIMETABLE

| <b>Scrutiny Commission - Thursday 28 October 2010</b> |  |  |   |   |   |                                 |
|---|--|--|---|---|---|---------------------------------|
| <b>Function</b>                                       | <b>Activity/<br/>Objective</b>           | <b>Reason</b>                                | <b>Desired Outcome</b>  | <b>Vision, Values<br/>and Aims</b>                  | <b>Responsible<br/>(member/officer)</b>                   | <b>External<br/>Involvement</b> |
| Scrutiny Topics                                       | Local Economic Partnership               | Request of Chairmen                          | Update on current position                                    | Thriving economy / strong & distinctive communities | Deputy Chief Executive (Community Direction)              | Partners                        |
|   | Hansom Cab update                        | Request of Chairmen                          | Update on condition and location of cab                       | Strong & distinctive communities                    | Deputy Chief Executive (Corporate Direction)              |                                 |
| Performance Management Information                    |  |  |   |   |   |                                 |
| Participation in Policy Development Issues            | Review of Forward Plan to identify items | Scrutiny of Executive decisions              | Identification of reports for review ahead of decision making | All Corporate Aims                                  | Leader  |                                 |
|   | Winter gritting review                   | Matter affecting the well-being of residents | Ensure suitable arrangements are in place                     | Safer & healthier borough                           | Chief Officer, Business, Contract & Street Scene Services |                                 |

|  |   |  |   |                           |   |  |
|--|---|--|---|---------------------------|---|--|
| Tracking of implementation with previous recommendations | Community safety partnership – 6 month review | 6-month progress update and action plan                    | Reduction in crime                                  | Safer & healthier borough | Deputy Chief Executive (Community Direction) / Deputy Leader                |  |
|  | Members' ICT                                  | Request of Scrutiny Commission for response from Executive | Ensure matters referred are given due consideration | All Corporate Aims        | Deputy Chief Executive (Corporate Direction) / Executive Member for Finance |  |
| Committee Management Issues                              | Work Programme                                | Review work load for the year                              | Agreed forward work programme                       | All Corporate Aims        |   |  |



| <b>Scrutiny Commission - Thursday 9 December 2010</b>             |  |                                       |  |                                    |   |                                 |
|---|--|---------------------------------------|--|------------------------------------|---|---------------------------------|
| <b>Function</b>   | <b>Activity/<br/>Objective</b>                 | <b>Reason</b>                         | <b>Desired Outcome</b>   | <b>Vision, Values<br/>and Aims</b> | <b>Responsible<br/>(member/officer)</b> | <b>External<br/>Involvement</b> |
| Scrutiny Topics   |  |                                       |  |                                    |   |                                 |
| Performance<br>Management<br>Information                          |  |                                       |  |                                    |   |                                 |
| Participation in<br>Policy<br>Development<br>Issues               | Review of<br>Forward Plan to<br>identify items | Scrutiny of<br>Executive<br>decisions | Identification of<br>reports for review<br>ahead of decision<br>making | All Corporate<br>Aims              | Leader                                  |                                 |
| Tracking of<br>implementation<br>with previous<br>recommendations |  |                                       |  |                                    |   |                                 |
| Committee<br>Management<br>issues                                 | Work<br>Programme                              | Review work<br>load for the year      | Agreed forward<br>work programme                                       | All Corporate<br>Aims              |   |                                 |

| <b>Scrutiny Commission - Thursday 20 January 2011</b>             |  |  |  |  |  |                                 |
|---|--|--|--|--|--|---------------------------------|
| <b>Function</b>   | <b>Activity/<br/>Objective</b>                 | <b>Reason</b>  | <b>Desired Outcome</b>   | <b>Vision, Values<br/>and Aims</b>                           | <b>Responsible<br/>(member/officer)</b>  | <b>External<br/>Involvement</b> |
| Scrutiny Topics   | Planning Appeal<br>Decisions                   | 6-monthly<br>review                                      | Ensure high<br>performance of<br>Planning<br>Committee                 |  | Deputy Chief<br>Executive<br>(Community<br>Direction)                                      |                                 |
| Performance<br>Management<br>Information                          | Budget???                                      |  |  |  |  |                                 |
| Participation in<br>Policy<br>Development<br>Issues               | Review of<br>Forward Plan to<br>identify items | Scrutiny of<br>Executive<br>decisions                    | Identification of<br>reports for review<br>ahead of decision<br>making | All Corporate<br>Aims  | Leader   |                                 |
| Tracking of<br>implementation<br>with previous<br>recommendations | Developer<br>Contributions<br>update           | Update<br>progress since<br>previous report<br>(July 09) | Monitoring of<br>section 106<br>contributions                          | Strong and<br>distinctive<br>communities                     | Executive<br>Member for<br>Planning /<br>Director of<br>Community and<br>Planning Services |                                 |
|   | Restructuring of<br>payment options            | Update on<br>implementation                              | Ensure adequate<br>services for the<br>community                       | Strong &<br>Distinctive<br>Communities /<br>Thriving Economy | Deputy Chief<br>Executive<br>(Corporate<br>Direction)                                      | Consultation with<br>users      |
| Committee<br>Management<br>Issues                                 | Work<br>Programme                              | Review work<br>load for the year                         | Agreed forward<br>work programme                                       | All Corporate<br>Aims  |  |                                 |

| <b>Scrutiny Commission - Thursday 10 March 2011</b>               |  |  |  |  |  |                                 |
|---|--|--|--|--|--|---------------------------------|
| <b>Function</b>   | <b>Activity/<br/>Objective</b>                 | <b>Reason</b>                                      | <b>Desired Outcome</b>   | <b>Vision, Values<br/>and Aims</b>     | <b>Responsible<br/>(member/officer)</b>                            | <b>External<br/>Involvement</b> |
| Scrutiny Topics   | PCT section<br>106<br>contributions            |  |  |  |  |                                 |
| Performance<br>Management<br>Information                          |  |  |  |  |  |                                 |
| Participation in<br>Policy<br>Development<br>Issues               | Review of<br>Forward Plan to<br>identify items | Scrutiny of<br>Executive<br>decisions              | Identification of<br>reports for review<br>ahead of decision<br>making | All Corporate<br>Aims                  | Leader   |                                 |
|   | Parish &<br>Community<br>Initiative Fund       | Consider<br>proposed<br>distribution of<br>funding | Recommendations<br>to Executive  | Strong &<br>Distinctive<br>Communities | Executive<br>Member for Rural<br>Areas / Deputy<br>Chief Executive |                                 |
| Tracking of<br>implementation<br>with previous<br>recommendations |  |  |  |  |  |                                 |
| Committee<br>Management<br>Issues                                 | Work<br>Programme                              | Review work<br>load for the year                   | Agreed forward<br>work programme                                       | All Corporate<br>Aims                  |  |                                 |

| <b>Scrutiny Commission - Thursday 14 April 2011</b>      |  |  |   |                                    |   |                                 |
|--|--|--|---|------------------------------------|---|---------------------------------|
| <b>Function</b>  | <b>Activity/<br/>Objective</b>           | <b>Reason</b>                                    | <b>Desired<br/>Outcome</b>                                    | <b>Vision, Values<br/>and Aims</b> | <b>Responsible<br/>(member/officer)</b>                                   | <b>External<br/>Involvement</b> |
| Scrutiny Topics  |  |  |   |                                    |   |                                 |
| Performance Management Information                       |  |  |   |                                    |   |                                 |
| Participation in Policy Development Issues               | Review of Forward Plan to identify items | Scrutiny of Executive decisions                  | Identification of reports for review ahead of decision making | All Corporate Aims                 | Leader  |                                 |
|  |  |  |   |                                    |   |                                 |
|  | Housing & Planning Delivery Grant        | Review of allocation and unsuccessful projects   | Improved service delivery resulting from grant                | All Corporate Aims                 | Executive Member for Planning / Director of Community & Planning Services |                                 |
| Tracking of implementation with previous recommendations | Rural areas review                       | Review progress against previous recommendations |   | Strong and distinctive communities | Executive Member for Rural Affairs  |                                 |
|  | Community Safety Partnership Review      | 6-monthly update                                 | Reduction in crime  | Safer and Healthier Borough        | Executive member for Community safety<br>Deputy Chief Executive           |                                 |
| Committee Management Issues                              | Work Programme                           | Review work load for the year                    | Agreed forward work programme                                 | All Corporate Aims                 |   |                                 |

## COUNCIL SERVICES SELECT COMMITTEE

### TIMETABLE

| <b>Council Services Select Committee – Thursday 11 November 2010</b> |   |   |  |                                |  |
|--|---|---|--|--------------------------------|--|
| <b>Function</b>  | <b>Subject</b>  | <b>Reason</b>   | <b>Desired Outcome</b>   | <b>Vision, Values and Aims</b> | <b>Responsible (member/officer)</b>  |
| Scrutiny Topics  | Programme for each key frontline service: Revenues and Benefits | Monitor improvements and delivery against the councils aims stated under the Corporate Plan | Better quality services and more community focused services      | Thriving Economy               | Executive Member for Finance / Revenues & Benefits Manager   |
| Performance Management Information                                   | Attendance Management   | To monitor staff sickness absence   | Reduction of sickness absence / continuation of good performance | All Corporate Aims             | Relevant Executive Member / Chief Officer (Corporate & Customer Resources, Scrutiny & Ethical Standards) |
| Tracking of implementation with previous recommendations             |   |   |  |                                |  |
| Committee Management Issues  | Work Programme Review   | Review the Work programme for the year to enable efficient work flow for the CSSC processes | Achieve Work Programme content & schedule agreed by Members      | All Corporate Aims             | Chairman / Democratic Services Officer   |

| <b>Council Services Select Committee – Thursday 16 December 2010</b> |   |   |  |   |   |
|--|---|---|--|---|---|
| <b>Function</b>  | <b>Subject</b>  | <b>Reason</b>   | <b>Desired Outcome</b>   | <b>Vision, Values and Aims</b>              | <b>Responsible (member/officer)</b>   |
| Scrutiny Topics  | Programme for each key frontline service: Housing (inc Housing Repairs) | Monitor improvements and delivery against the councils aims stated under the Corporate Plan | Better quality services and more community focused services  | Decent, well managed and affordable housing | Executive Member for Housing / Chief Officer (Housing, Community Safety & Partnerships) |
| Performance Management information                                   | Performance Improvement – 6 monthly status                              | Monitor the quarterly Performance Reports to Executive                                      | Ensuring that the Executive delivers improvement to Council Services and addresses underperformance appropriately. | All Corporate Aims                          | Relevant Executive Members and Chief Officers   |
| Tracking of implementation with previous recommendations             |   |   |  |   |   |
| Committee Management Issues  | Work Programme Review   | Review the Work programme for the year to enable efficient work flow for the CSSC processes | Achieve Work Programme content & schedule agreed by Members  | All Corporate Aims                          | Chairman / Democratic Services Officer  |

| <b>Council Services Select Committee – Thursday 27 January 2011</b> |   |   |   |  |  |
|---|---|---|---|--|--|
| <b>Function</b>   | <b>Subject</b>  | <b>Reason</b>   | <b>Desired Outcome</b>                                      | <b>Vision, Values and Aims</b>                               | <b>Responsible (member/officer)</b>  |
| Scrutiny Topics   | Programme for each key frontline service: Environmental Health (inc Pest Control) | Monitor improvements and delivery against the councils aims stated under the Corporate Plan | Better quality services and more community focused services | Safer & Healthier Borough / Cleaner & Greener Neighbourhoods | Executive Member for Environmental Health / Chief Officer (Environmental Health) |
| Performance Management Information                                  |   |   |   |  |  |
| Tracking of implementation with previous recommendations            |   |   |   |  |  |
| Committee Management Issues   | Work Programme Review   | Review the Work programme for the year to enable efficient work flow for the CSSC processes | Achieve Work Programme content & schedule agreed by Members | All Corporate Aims   | Chairman / Democratic Services Officer   |

| <b>Council Services Select Committee – Thursday 17 March 2011</b> |  |   |  |                                |  |
|---|--|---|--|--------------------------------|--|
| <b>Function</b>   | <b>Subject</b>   | <b>Reason</b>   | <b>Desired Outcome</b>   | <b>Vision, Values and Aims</b> | <b>Responsible (member/officer)</b>              |
| Scrutiny Topics   | Programme for each key frontline service:<br>Development<br>Control, Building<br>Control & Local<br>Development<br>Framework | Monitor improvements and delivery against the councils aims stated under the Corporate Plan | Better quality services and more community focused services  | All Corporate Aims             | Executive Member for Planning / Head of Planning |
| Performance Management Information                                | Performance Improvement – 3 <sup>rd</sup> quarter review   | Monitor the quarterly Performance Reports to Executive                                      | Ensuring that the Executive delivers improvement to Council Services and addresses underperformance appropriately. | All Corporate Aims             | Relevant Executive Members and Chief Officers    |
| Tracking of implementation with previous recommendations          |  |   |  |                                |  |
| Committee Management Issues                                       | Work Programme Review  | Review the Work programme for the year to enable efficient work flow for the CSSC processes | Achieve Work Programme content & schedule agreed by Members  | All Corporate Aims             | Chairman / Democratic Services Officer           |



| <b>Council Services Select Committee – Thursday 28 April 2011</b> |  |   |   |                                |  |
|---|--|---|---|--------------------------------|--|
| <b>Function</b>   | <b>Subject</b>   | <b>Reason</b>   | <b>Desired Outcome</b>                                      | <b>Vision, Values and Aims</b> | <b>Responsible (member/officer)</b>                      |
| Scrutiny Topics   | Programme for each key frontline service: Leisure Centre | Monitor improvements and delivery against the councils aims stated under the Corporate Plan | Better quality services and more community focused services | Safer & Healthier              | Executive Member for Culture / Cultural Services Manager |
| Performance Management Information                                |  |   |   |                                |  |
| Tracking of implementation with previous recommendations          |  |   |   |                                |  |
| Committee Management Issues                                       | Work Programme Review                                    | Review the Work programme for the year to enable efficient work flow for the CSSC processes | Achieve Work Programme content & schedule agreed by Members | All Corporate Aims             | Chairman / Democratic Services Officer                   |

## FINANCE AND AUDIT SERVICES SELECT COMMITTEE

### Timetable

| <b>Finance and Audit Services Select Committee – Monday 8 November 2010</b> |   |  |  |  |  |
|---|---|--|--|--|--|
| <b>Function</b>   | <b>Activity/<br/>Objective</b>                  | <b>Reason</b>                                | <b>Desired Outcome</b>   | <b>Vision, Values<br/>and Aims</b>                   | <b>Responsible<br/>(member/officer)</b>                              |
| Scrutiny Topics   | Housing<br>Repairs                              | Update                                       | Ensure value for money   | Decent, well<br>managed and<br>affordable<br>housing | Chief Officer<br>(Business,<br>contracts & street<br>scene services) |
| Performance<br>Management<br>Information                                    | Audit Block 3                                   | Ensure findings are<br>considered            | Recommendations are<br>implemented   | All Corporate<br>Aims                                | Deputy Chief Exec<br>(Corp. Direction) /<br>Internal Audit           |
|   | Treasury<br>Management<br>Performance<br>report | Ensure value for Money                       | Ensure the Executive<br>delivers good value<br>improving Services                              | All Corporate<br>Aims                                | Deputy Chief Exec<br>(Corp. Direction) /<br>Accountancy<br>Manager   |
| Tracking of<br>implementation<br>with previous<br>recommendations           |   |  |  |  |  |
| Committee<br>Management<br>Issues   | Work<br>Programme<br>2009/10                    | To review the Select<br>Committee's workload | To ensure timely<br>consideration of reports<br>and consistency of<br>distribution of workload | All Corporate<br>Aims                                | Accountancy<br>Manager/ Chairman                                     |

| <b>Finance and Audit Services Select Committee – Monday 20 December 2010</b> |   |   |   |                                    |   |
|--|---|---|---|------------------------------------|---|
| <b>Function</b>  | <b>Activity/<br/>Objective</b>              | <b>Reason</b>   | <b>Desired Outcome</b>  | <b>Vision, Values<br/>and Aims</b> | <b>Responsible<br/>(member/officer)</b>                   |
| Scrutiny Topics  |   |   |   |                                    |   |
| Performance<br>Management<br>Information                                     | Audit Block 4                               | Ensure findings are considered                                    | Recommendations are implemented   | All Corporate Aims                 | Deputy Chief Exec (Corp. Direction) / Internal Audit      |
|  | Budget monitoring – 2 <sup>nd</sup> quarter | Quarterly update report   | Ensure Members are aware of current issues with regard to the budget                  | Thriving Economy                   | Deputy Chief Exec (Corp. Direction) / Accountancy Manager |
|  | Capital Programme 2010/11 to 2013/14        | Backbench input to Capital Programme                              | Ensure the Executive provides good value improving services                           | All Corporate Aims                 | Deputy Chief Exec (Corp. Direction) / Accountancy Manager |
|  | Annual Audit Letter                         | Review work of External Auditors                                  | Matters reported by External Auditors are considered by Elected members               | All Corporate Aims                 | Deputy Chief Exec (Corp. Direction)                       |
|  | Risk management progress report             | To provide an update on Risk management activities in the Council | To ensure Risk management stays embedded in the Council                               | All Corporate Aims                 | Principal Performance and Risk Management Officer         |
| Tracking of implementation with previous recommendations                     |   |   |   |                                    |   |
| Committee Management Issues  | Work Programme 2009/10                      | To review the Select Committee's workload                         | To ensure timely consideration of reports and consistency of distribution of workload | All Corporate Aims                 | Accountancy Manager/ Chairman                             |

| <b>Finance and Audit Services Select Committee – Monday 7 February 2011</b> |  |  |   |                                    |   |
|---|--|--|---|------------------------------------|---|
| <b>Function</b>   | <b>Activity/<br/>Objective</b>                   | <b>Reason</b>  | <b>Desired Outcome</b>  | <b>Vision, Values<br/>and Aims</b> | <b>Responsible<br/>(member/officer)</b>                   |
| Scrutiny Topics   |  |  |   |                                    |   |
| Performance<br>Management<br>Information                                    | Audit Block 5                                    | Ensure findings are considered   | Recommendations are implemented   | All Corporate Aims                 | Deputy Chief Exec (Corp. Direction) / Internal Audit      |
|   | Revenue Budget and Council Tax Proposals 2011/12 | Ensure Value for Money and allow backbench input into the Budget and Council Tax setting process | Ensure the Executive delivers good value improving services                           | All Corporate Aims                 | Deputy Chief Exec (Corp. Direction) / Accountancy Manager |
|   | Capital Programme 2010/11 to 2013/14             | Backbench input to Capital Programme   | Ensure the Executive provides good value improving services                           | All Corporate Aims                 | Deputy Chief Exec (Corp. Direction) / Accountancy Manager |
|   | Treasury Management Performance report           | Ensure value for Money   | Ensure the Executive delivers good value improving Services                           | All Corporate Aims                 | Deputy Chief Exec (Corp. Direction) / Accountancy Manager |
| Tracking of implementation with previous recommendations                    |  |  |   |                                    |   |
| Committee Management Issues   | Work Programme 2009/10                           | To review the Select Committee's workload  | To ensure timely consideration of reports and consistency of distribution of workload | All Corporate Aims                 | Accountancy Manager/ Chairman                             |

| <b>Finance and Audit Services Select Committee – Monday 21 March 2011</b> |   |   |   |                                    |   |
|---|---|---|---|------------------------------------|---|
| <b>Function</b>   | <b>Activity/<br/>Objective</b>              | <b>Reason</b>                             | <b>Desired Outcome</b>  | <b>Vision, Values<br/>and Aims</b> | <b>Responsible<br/>(member/officer)</b>                   |
| Scrutiny Topics   |   |   |   |                                    |   |
| Performance<br>Management<br>Information                                  | Audit Block 6                               | Ensure findings are considered            | Recommendations are implemented   | All Corporate Aims                 | Deputy Chief Exec (Corp. Direction) / Internal Audit      |
|   | Budget monitoring – 3 <sup>rd</sup> quarter | Quarterly update report                   | Ensure Members are aware of current issues with regard to the budget                  | Thriving Economy                   | Deputy Chief Exec (Corp. Direction) / Accountancy Manager |
|   | Annual Audit and Inspection Letter          | Review work of External Auditors          | Matters reported by External Auditors are considered by Elected members               | All Corporate Aims                 | Deputy Chief Exec (Corp. Direction)                       |
|   | Prudential code                             | Ensure value for Money                    | Ensure the Executive delivers good value improving Services                           | All Corporate Aims                 | Deputy Chief Exec (Corp. Direction) / Accountancy Manager |
|   | Annual Audit Plan                           | Provide the plan for external audit       | Plan approved   | All Corporate Aims                 | Deputy Chief Executive (Corporate Directoin)              |
| Tracking of implementation with previous recommendations                  |   |   |   |                                    |   |
| Committee Management Issues   | Work Programme 2009/10                      | To review the Select Committee's workload | To ensure timely consideration of reports and consistency of distribution of workload | All Corporate Aims                 | Accountancy Manager/ Chairman                             |

| <b>Finance and Audit Services Select Committee – Monday 9 May 2011</b> |  |   |   |                                    |  |
|--|--|---|---|------------------------------------|--|
| <b>Function</b>  | <b>Activity/<br/>Objective</b>         | <b>Reason</b>                             | <b>Desired Outcome</b>  | <b>Vision, Values<br/>and Aims</b> | <b>Responsible<br/>(member/officer)</b>                        |
| Scrutiny Topics  |  |   |   |                                    |  |
| Performance<br>Management<br>Information                               | Audit Block 7                          | Ensure findings are considered            | Recommendations are implemented   | All Corporate Aims                 | Deputy Chief Exec (Corp. Direction) / Internal Audit           |
|  | Annual Audit Report 2010/11 (internal) | To provide assessment of internal control | Assurance of internal control and risk management                                     | All Corporate Aims                 | Deputy Chief Executive (Corporate Direction ) / Internal Audit |
|  | Treasury Management Performance report | Ensure value for Money                    | Ensure the Executive delivers good value improving Services                           | All Corporate Aims                 | Deputy Chief Exec (Corp. Direction) / Accountancy Manager      |
| Tracking of implementation with previous recommendations               |  |   |   |                                    |  |
| Committee Management Issues  | Work Programme 2009/10                 | To review the Select Committee's workload | To ensure timely consideration of reports and consistency of distribution of workload | All Corporate Aims                 | Accountancy Manager/ Chairman                                  |



Hinckley & Bosworth  
Borough Council

*A Borough to be proud of*

# **FORWARD PLAN OF EXECUTIVE AND COUNCIL DECISIONS**

**NOVEMBER 2010 – FEBRUARY 2011**

**Hinckley & Bosworth Borough Council**  
**Council Offices, Argents Mead**  
**Hinckley, LE10 1BZ**

## **HINCKLEY & BOSWORTH BOROUGH COUNCIL**

### **INFORMATION ABOUT THE FORWARD PLAN**

#### **WHAT IS THE FORWARD PLAN?**

The Forward Plan contains decisions which are due to be taken by Council, Executive or under delegated powers to individual Executive members or senior officers. Each plan covers a four month period and is updated monthly. The plan includes all decisions to be taken both “key decisions” (definition opposite) and non-key decisions.

#### **WHAT INFORMATION IS CONTAINED IN THE FORWARD PLAN?**

The Forward Plan details:

- The nature of the decision to be made and whether it is a key decision (definition opposite);
- The committee or individual who will take the decision;
- The date or period when the decision is to be taken;
- The stages which will be undertaken prior to the decision, both consultation and presentation to committees;
- The documents which will be presented to the decision maker(s);
- The author of the report.

You can view copies of the current Forward Plan on our web site ([www.hinckley-bosworth.gov.uk](http://www.hinckley-bosworth.gov.uk)) or alternatively at:

**The Main Reception, Council Offices, Argents Mead, Hinckley**

#### **WHAT IS A KEY DECISION?**

A key decision is an Executive decision which:

- involves expenditure (of reduction of income) of over £20,000 on any particular scheme/project;
- adopts a policy or strategy (which the Executive has the power to adopt);
- involves the adoption or amendment of the Scale of Fees and Charges;
- is one that affects the whole of the Borough and is one which the residents of Hinckley & Bosworth would normally expect to be notified or consulted; or
- involves a recommendation by the Executive to a Partnership organisation which will take the ultimate decision.

Decisions by the regulatory committees (ie Planning, Regulatory, Licensing and Standards) and Personnel Committee are never key decisions.

*A copy of this Forward Plan can be downloaded from our website ([www.hinckley-bosworth.gov.uk](http://www.hinckley-bosworth.gov.uk)) or can be obtained by telephoning 01455 255879, sending a fax to 01455 635692 or emailing [democraticsupport@hinckley-bosworth.gov.uk](mailto:democraticsupport@hinckley-bosworth.gov.uk)*

#### **RESPONSIBILITY FOR DECISIONS**

Part 3 of the Council’s Constitution sets out which committee/individual has responsibility for taking decisions.



## FORWARD PLAN OF EXECUTIVE AND COUNCIL DECISIONS

1 NOVEMBER TO 28 FEBRUARY 2011

### NOVEMBER 2010

No decisions to be taken.

### DECEMBER 2010

| <b>Details of Decision to be taken</b><br>(* denotes key decision) | <b>Portfolio/ Service</b>                   | <b>Decision Maker and Date(s)</b> | <b>Reporting Pathway and Date(s)</b> | <b>Consultees and Consultation Process</b> | <b>Documents to be submitted</b><br>( <i>Report Author</i> ) |
|--|---|-----------------------------------|--------------------------------------|--|--|
| Neighbourhood Wardens enforcement policy                           | Business, Contracts & Street Scene Services | Executive<br>1 December           | Scrutiny Commission                  |  | Committee Report<br>( <i>Caroline Roffey</i> )               |
| Strong Leader Plus   | Corporate Direction                         | Council<br>7 December             |                                      |  | Committee Report<br>( <i>Louisa Horton</i> )                 |
| Statement of Licensing Policy (Licensing Act 2003)                 | Environmental Health                        | Council<br>7 December             | Licensing Committee                  |  | Committee Report<br>( <i>Mark Brymer</i> )                   |
| Sexual Entertainment Venues  | Licensing                                   | Council<br>7 December 2010        | Licensing Committee                  |  | Committee Report<br>( <i>Mark Brymer</i> )                   |

**JANUARY 2011**

| <b>Details of Decision to be taken</b><br>(* denotes key decision) | <b>Portfolio/ Service</b>                  | <b>Decision Maker and Date(s)</b> | <b>Reporting Pathway and Date(s)</b> | <b>Consultees and Consultation Process</b> | <b>Documents to be submitted</b><br><i>(Report Author)</i>        |
|--|--|-----------------------------------|--------------------------------------|--|---|
| Leicestershire Waste Partnership Strategy                          | Business, Contracts & Streetscene Services | Council<br>18 January 2011        |                                      |  | <i>Committee Report &amp; Strategy</i><br><i>(Michael Brymer)</i> |

**FEBRUARY 2011**

No decisions to be taken.

**To Be Programmed**

|                              |                   |           |                     |  |  |
|------------------------------|-------------------|-----------|---------------------|--|--|
| Council House future options | Housing / Finance |           | Scrutiny Commission |  | Committee Report<br><i>(Sharon Stacey)</i> |
| Tenant Consultation Feedback | Housing           | Executive | Scrutiny Commission |  | Committee Report<br><i>(Sharon Stacey)</i> |

## DETAILS OF COUNCIL DECISION MAKERS

The table below details the Council's Service Areas and the Executive Member responsible for each with the Council Official responsible for service management.

| AREA OF RESPONSIBILITY / SERVICE AREA   | EXECUTIVE MEMBERS AND CHIEF OFFICERS   | HEAD OF SERVICE CONTACT DETAILS  |
|---|--|--|
| <b>Strategic Leadership</b>   | <b>Councillor SL Bray</b> (Leader)<br><b>Mr S Atkinson</b> (Chief Executive)   | Tel: 01455 255606 Fax: 01455 890229<br>Email: <a href="mailto:steve.atkinson@hinckley-bosworth.gov.uk">steve.atkinson@hinckley-bosworth.gov.uk</a> |
| <b>Community Direction</b> (including Housing, Community Safety, Partnerships, Environmental Health, Planning & Cultural Services)                                | <b>Councillor D Bill</b> (Deputy Leader) (Community Safety)<br><b>Councillor SL Bray</b> (Leader) (Planning)<br><b>Councillor DS Cope</b> (Housing & Environmental Health)<br><b>Councillor Ms Moore</b> (Cultural Services)<br><b>Mr B Cullen</b> (Deputy Chief Executive, Community Direction) | Tel: 01455 255676 Fax: 01455 890229<br>Email: <a href="mailto:bill.cullen@hinckley-bosworth.gov.uk">bill.cullen@hinckley-bosworth.gov.uk</a>       |
| <b>Corporate Direction</b> (including Corporate & Customer Resources, Scrutiny, Ethical Standards, Finance, ICT, Estates & Asset Management)                      | <b>Councillor KWP Lynch</b> (Finance, ICT & Asset Management)<br><b>Councillor DO Wright</b> (Corporate Services, Equalities)<br><b>Mr S Kohli</b> (Deputy Chief Executive, Corporate Direction)   | Tel: 01455 255607 Fax: 01455 251172<br>Email: <a href="mailto:sanjiv.kohli@hinckley-bosworth.gov.uk">sanjiv.kohli@hinckley-bosworth.gov.uk</a>     |
| <b>Business, contract &amp; Streetscene Services</b> (including Refuse Collection, Street Cleansing, Car Park Management, Housing repairs, Neighbourhood Wardens) | <b>Councillor SL Bray</b> (Leader) (Car Parks)<br><b>Councillor DS Cope</b> (Housing Repairs)<br><b>Councillor WJ Crooks</b> (Refuse and Recycling, Street Cleansing)<br><b>Councillor Ms Moore</b> (Green Spaces, Grounds Maintenance)<br><b>Mr M Brymer</b> (Head of Service)                  | Tel: 01455 255852 Fax: 01455 234590<br>Email: <a href="mailto:michael.brymer@hinckley-bosworth.gov.uk">michael.brymer@hinckley-bosworth.gov.uk</a> |
| <b>Rural Issues (across all portfolios and including Village Centres)</b>   | <b>Councillor WJ Crooks</b><br><b>Mr B Cullen</b> (Deputy Chief Executive, Community Direction)  | Tel: 01455 255676 Fax: 01455 890229<br>Email: <a href="mailto:bill.cullen@hinckley-bosworth.gov.uk">bill.cullen@hinckley-bosworth.gov.uk</a>       |

Further clarification and representations about any item included in the Forward Plan can be made to the appropriate Executive Member and Head of Service either using the contact details above or in writing to: Hinckley and Bosworth Borough Council, Council Offices, Argents Mead, Hinckley, Leicestershire, LE10 1BZ. Representations should be made before noon on the working day before the date on which the decision is to be taken.

## **DECISION MAKING ARRANGEMENTS**

The views of local people are at the heart of decision making at Hinckley & Bosworth Borough Council, because major decisions are made by Councillors who are elected every four years by local people. Councillors work with the communities that they represent to ensure that local priorities are reflected in the work that the Council does.

The Council is made up of 34 Councillors representing 16 wards. If you want to know which Councillor(s) represents your area or you would like to contact your Councillor(s) concerning an issue, you will find contact details on our website ([www.hinckley-bosworth.gov.uk](http://www.hinckley-bosworth.gov.uk)) or alternatively you can contact the Council on 01455 238141.

The Council is committed to the principle of open government and everyone is welcome to attend meetings (except for confidential business) and to receive details of non-confidential items. Below are further details of the Council's democratic decision making arrangements.

### **The Council**

The Council is responsible for setting the budget and the policy framework. Each year there is an Annual Meeting, which selects the Mayor and Deputy Mayor (who are the Chairman and Vice-Chairman of the Council) and decides the membership of the Scrutiny Commission and Regulatory Committees. There are six ordinary meetings of the Council per year, which make strategic, policy and major budget decisions. This Forward Plan details decisions to be taken by the Council over the next four months.

### **Executive Functions**

Many day to day policy and operational decisions are taken by Executive, a group of seven Councillors comprising of the Leader, Deputy Leader and five Executive Members each responsible for an area of Council policy and activity. The Executive members and their responsibilities are detailed in the previous table.

### **Overview and Scrutiny Functions**

Decisions of the Executive are subject to scrutiny by the Scrutiny Commission and two Select Committees, one responsible for Council Services and the other for Finance and Audit. The Scrutiny Commission and Select Committees also have a role in Policy development. In addition, Scrutiny Panels are established to oversee ad-hoc projects. The Council has a Panel which reviews ICT. The Scrutiny Commission publishes an Annual Report and a Work Programme; this is available on the Council's website ([www.hinckley-bosworth.gov.uk/scrutiny](http://www.hinckley-bosworth.gov.uk/scrutiny)) and from the Council on request.

### **Regulatory Functions**

In addition the Council has established committees to deal with regulatory issues, these committees are Planning Committee, Licensing Committee, Regulatory Committee and the Standards Committee.

Further information about the Council's Decision Making Arrangements can be obtained from Democratic Services on 01455 255770.

**HINCKLEY & BOSWORTH BOROUGH COUNCIL**

**FINANCE & AUDIT SERVICES SELECT COMMITTEE**

**20 SEPTEMBER 2010 AT 6.30 PM**

**PRESENT:** Mr PAS Hall – Chairman

Mr JG Bannister, Mr PR Batty, Mr K Morrell, Mr BE Sutton, Mr R Ward and Ms B Witherford.

Officers in attendance: Mr D Bunker, Mr Michael Brymer, Mr M Burns, Mr S Curtis, Mr S Jones, Mr S Kohli, Miss R Owen and Mr S Wood.

Mark Jones and Neil Mohan of PricewaterwaterhouseCoopers LLP and Chris Williams of RSM Tenon were also in attendance.

220 **APOLOGIES**

Apologies for absence were submitted on behalf of Mr DM Gould and Mr MR Lay.

221 **DECLARATIONS OF INTEREST**

No interests were declared at this stage.

222 **MINUTES (FASC17)**

It was noted that Mr Hall had been in attendance at the previous meeting but that this had not been recorded in the minutes. It was

**RESOLVED** – the minutes of the meeting held on 2 August 2010 be agreed and signed by the Chairman subject to the abovementioned amendment.

223 **2009/10 REPORT TO THOSE CHARGED WITH GOVERNANCE (FASC22)**

The external auditors, PricewaterhouseCoopers, presented the annual report to those charged with governance. The auditors reported that they anticipated giving an unqualified opinion on the financial statements later that week subject to two items – one being any public objections raised and the other being the confirmation of the Draft management representation letter (attached to the report at appendix A) by the Select Committee.

Members expressed concern with regard to the notification received from the DWP of its intention to recover £1,359,000 from the Council following the certification of the 2008/09 claim. It was noted that testing had been undertaken which showed that the maximum amount recoverable would be £57,500 and a revised qualification letter had been sent to the DWP.

RESOLVED – the report be accepted and the Draft management representation letter be agreed.

224 ANNUAL GRANTS CERTIFICATION REPORT 2008/09 (FASC23)

Representatives of PricewaterhouseCoopers presented the Annual grants certification report, explaining the increased focus on some items due to the current economic climate.

It was reported that new procedures were being implemented within the benefits section to focus on quality assurance rather than being process driven. It was reported that the 'top quartile' performance target had been 18 days for processing new claims and the authority had been doing this in 12 days, but that under the new procedures the target would be 18 days.

The Chairman suggested receiving an interim update report on grants, and in response the auditors said they would present this report earlier in 2011.

225 INTERNAL AUDIT PROGRESS REPORT (FASC24)

The Select Committee was presented with the internal audit progress report. It was noted that there were some low priority (housekeeping) issues which were not listed.

With regard to the Housing Revenue Account, concern was expressed that jobs were not showing as having been completed, and it was explained that this was due to the interface between the two different systems used and the delay in notification of completion of a job, thereby delaying inspection and sign off. It was reported that a review of the new interface had been requested. It was also reported that tenant satisfaction was high. It was agreed that Members would receive an update at the next meeting if available.

226 MARKFIELD COMMUNITY CENTRE – FOLLOW UP OF PREVIOUS INTERNAL AUDIT RECOMMENDATIONS (FASC25)

Further to a request of Members, the Select Committee was presented with a follow-up report on Markfield Community Centre. It was reported that there were no issues.

227 SAVINGS IN CLIMATE CHANGE LEVY (FASC26)

In response to the Chairman's request, a report on the savings in climate change levy was presented. Members were satisfied that the information was positive.

228 ALLOCATION OF RESPONSIVE REPAIRS UNDERSPEND 2009/10 (FASC27)

Members were provided with an update on the allocation of the 2009/10 underspend in relation to responsive repair work and a breakdown of work completed. The vast reduction in waiting times for adaptations was noted.

With regard to environmental works carried out being higher than target, it was explained that the target was based on demand from the previous year.

Officers were congratulated on the work undertaken and success in reducing the waiting list for adaptation.

229 REVENUE AND CAPITAL OUTTURN 1<sup>ST</sup> QUARTER 2010/11 (FASC28)

Members received the first quarter outturn report. The reason for the reduction in car park income was questioned and in response it was stated that the situation was the same in other local authorities across the region. The reduction in use affected car parks overall and no particular car park had significantly suffered more than others.

230 WORK PROGRAMME (FASC29)

Members gave consideration to the Select Committee's work programme for 2010/11. It was agreed that the item on the housing repairs contract be added to the work programme for the next meeting, if available. It was also agreed that the audit committee checklist would be re-issued and discussed at the next meeting.

RESOLVED – the work programme be agreed with the abovementioned additions.

231 DATE OF NEXT MEETING

It was noted that the next meeting was scheduled for 8 November 2010.

(The meeting closed at 8.12 pm)

**HINCKLEY & BOSWORTH BOROUGH COUNCIL**

**COUNCIL SERVICES SELECT COMMITTEE**

**30 SEPTEMBER 2010 AT 7.40 PM**

**PRESENT:** Mrs R Camamile - Chairman

Mr JG Bannister, Mr JC Bown, Mrs A Hall, Mr K Morrell, Mr BE Sutton, Mrs J Richards, Mr BE Sutton and Ms BM Witherford.

Officers in attendance: Mrs Y Hughes, Mr M Hryniw, Mr SD Jones, Mr D Moore and Miss R Owen.

255 **APOLOGIES**

Apologies were submitted on behalf of Mr Inman and Dr Smith.

256 **MINUTES (CSSC7)**

**RESOLVED** – the minutes of the meeting held on 29 July 2010 be confirmed and signed by the Chairman.

257 **DECLARATIONS OF INTEREST**

No interests were declared at this stage.

258 **ELECTORAL REGISTRATION (CSSC8)**

Further to a request at a previous meeting, Members were provided with a report on the work of the Electoral Registration office. During discussions, the following points were raised:

- The deadline for registration was 11 working days before an election, but there were normal cut-off dates for entry onto the Register of Electors throughout the year during rolling registration and the annual canvass;
- There was a 97% return rate for the annual canvass in 2009, which was a good result;
- Scanned and faxed Registration forms were accepted in the final days of registration prior to the election, as long as they had a valid signature;
- Suspected empty properties were checked on 15 October and information was also exchanged with Revenues to check the number of voters where single person discounts were being claimed;
- Officers undertook work with a school in the area in supporting their School Council elections.



## 259 EVENTS 2010 (CSSC9)

Members received a report which had been requested at a previous meeting on events run by the Borough Council. It was noted that events supported the corporate aims and the events were run organised and funded in conjunction with many different partners. Despite the events budget being vastly reduced over the last few years, there was still a full programme of events and it was estimated that 40,000 residents of the Borough would benefit from the events in 2010.

Concern was expressed that events held in Hinckley were funded from the General Fund rather than the Special Expenses Area budget, and it was confirmed that people visited from all over the Borough and outside to enjoy the events, but clarification was sought with regard to use of these budgets.

With regard to events arranged by towns and parishes, it was explained that support was offered for these events, but the offer had not always been taken up. A Member expressed concern about date clashes of events, for example skating rinks being open in Hinckley and Earl Shilton at the same time, and in response officers reported that when publishing the calendar of events for the year all towns and parishes were contacted to input their dates, but no response had been received with regard to Earl Shilton's events.

The Cultural Services team were congratulated on the well managed and diverse events and on the effective and efficient use of the budget.

RESOLVED – clarification be sought on the use of the general fund and special expenses area budgets.

## 260 PERFORMANCE MANAGEMENT FRAMEWORK (CSSC10)

The Select Committee was provided with information on the Council's performance position for the first quarter of 2010/11. It was noted that 83% of performance indicators were predicted to meet their target. Highlights were reported as high recycling rate, reduction in crime, reduction in sickness absence, high proportion of invoice payments within deadline, high satisfaction with housing repairs and fast turnaround of private hire taxi licenses.

In response to Councillor Ladkin's request at the Scrutiny Commission to compare ourselves with the best performing authority, Members were directed to appendix 2 to the report and noted that HBBC was top in three areas of the comparable data with current predicted year end performance generally within a 10% variance where HBBC was not top. Issues with Planning Appeals were noted for which an action plan was in place and an update provided at the meeting.

Members congratulated officers on the positive figures, but expressed concern that the loss of staff would impact on performance.

RESOLVED – the high performance be noted and staff be congratulated.

261 COUNCIL SERVICES SELECT COMMITTEE DRAFT WORK PROGRAMME 2010/2011 (CSSC36)

Members gave consideration to the draft Work Programme 2010/2011 and were asked to include any items in addition to the regular frontline service reviews, performance monitoring and attendance management.

It was reported that the Chief Officer (Housing, Community Safety and Partnerships) had requested that the Housing Allocations report which was scheduled for November be deferred as a new allocations policy would come into force with the introduction of choice-based lettings. Members agreed this subject to receiving an indication of when a report would be received.

It was agreed that the additional item requested at this meeting on the Special Expenses Area budget would be discussed at the Scrutiny Briefing and scheduled as appropriate.

RESOLVED – the work programme be agreed with the abovementioned additions.

(The meeting closed at 8.22 pm)