

Date: 6 April 2011

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

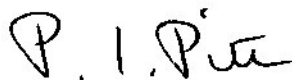
(other recipients for information)

Dear Councillor

There will be a meeting of the **SCRUTINY COMMISSION** in the Council Chamber, Council Offices, Hinckley on **THURSDAY, 14 APRIL 2011** 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 that reads "P. I. Pitt". The signature is written in a cursive style with a large initial 'P' and a small 'I'.

Pat Pitt
Corporate Governance Officer

SCRUTINY COMMISSION - 14 APRIL 2011

A G E N D A

1. APOLOGIES AND SUBSTITUTIONS

RESOLVED 2. MINUTES

To confirm the minutes of the meeting held on 9 March 2011 attached marked 'SC78'.

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. COMMUNITY SAFETY 6-MONTH UPDATE

Verbal update of the Chief Officer (Housing, Community Safety & Partnerships) and Inspector Rich Ward, LPU Commander.

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

7. CHOICE BASED LETTINGS

Verbal update of the Chief Officer (Housing, Community Safety & Partnerships).

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

8. PARISH & COMMUNITY INITIATIVE FUND ALLOCATION OF GRANTS FOR 2011/12

Report of the Chief Officer Business, Street Scene and Contract Services attached marked 'SC79' (pages 1 - 9).

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

9. VOLUNTARY & COMMUNITY SECTOR INFRASTRUCTURE SUPPORT SERVICES REVIEW 2010/11

Report of the Deputy Chief Executive (Community Direction) attached marked 'SC80' (pages 10 - 13).

A maximum of 15 minutes has been allocated for this item.
10. RURAL AREAS REVIEW – ANNUAL REPORT

Report of the Executive Member for Rural Affairs attached marked 'SC81' (pages 14 - 47).

A maximum of 15 minutes has been allocated for this item.
11. UPDATE ON FUTURE CIVIC FACILITIES

Report of the Councillor Bron Witherford attached marked 'SC82' (page 48).

A maximum of 10 minutes has been allocated for this item.
12. OVERVIEW & SCRUTINY DRAFT ANNUAL REPORT 2010/11 AND END OF TERM REPORT 2007-2011

Report attached marked 'SC83' (pages 49 - 61).

A maximum of 15 minutes has been allocated for this item.
13. FORWARD PLAN OF EXECUTIVE AND COUNCIL DECISIONS

Copy of the Forward Plan for April – July 2011 attached marked 'SC84' (pages 62 - 67).
14. MINUTES OF SELECT COMMITTEES AND WORKING GROUPS

For noting only:

Council Services Select Committee, 17 March 2011. Attached marked 'SC85' (pages 68 - 70).
15. 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

9 MARCH 2011 AT 6.30 PM

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

Mr PR Batty, Mr DM Gould, Mrs A Hall, Mr DW Inman, Mr CG Joyce, Mr K Morrell, Mr K Nichols, Mrs S Sprason, Mr BE Sutton and Ms BM Witherford.

Officers in attendance: Mr Michael Brymer, Mr R Crosthwaite, Ms L Fray, Miss L Horton, Miss R Owen and Mr S Wood.

507 **MINUTES (SC68)**

On the motion of Mrs Camamile, seconded by Mr Nichols, it was

RESOLVED – the minutes of the meeting held on 20 January 2011 be confirmed and signed by the Chairman.

508 **DECLARATIONS OF INTEREST**

No interests were declared at this stage.

509 **UPDATE ON RECYCLING SERVICE**

Members were provided with an update on the new refuse and recycling arrangements. It was reported that there had been problems with the dry recycling service due to training issues, increased tonnages collected and need for additional vehicle capacity. However the contractor had employed two additional crews and vehicles. It was also reported that the wheeled recycling bins had been very well received and 3,200 had been rented so far, with a further 800 on order.

Mr Gould entered the meeting at 6.42pm.

The Chief Officer (Business, Contract & Streetscene Services) and his team were thanked for their hard work.

Mr Morrell entered the meeting at 6.47pm.

510 **CONTACT CENTRE / CUSTOMER SERVICES (SC69)**

In response to a request of the Council Services Select Committee, the Scrutiny Commission was presented with a report which provided an update on current performance and recent challenges facing customer services. In presenting this report it was highlighted that a customer survey had indicated

that callers were willing to wait 45 seconds for their call to be answered, hence the reason for setting this as the target. It was also reported that whilst waiting for their call to be answered there was a recorded message playing which listed alternative options for contacting the Council, making payments etc.

Some of the events that had led to increased number of calls during January 2011 (an increase from 15,000 attempted calls in an average month to 24,000 in January 2011) were outlined including the new recycling service, confusion with regard to refuse and recycling calendars, and the training of new staff.

In response to a Member's query it was reported that the closure of the cash office had not led to an increase in calls to the contact centre and had not resulted in negative feedback.

511 PRIMARY CARE TRUST (PCT) AND SECTION 106 CONTRIBUTIONS (SC70)

Members were informed of the position in respect of the PCT Section 106 contributions that had been collected by HBBC but not spent by the PCT. Discussion ensued on the future demise of PCTs and it was noted that the issue was complex and would be addressed with GP Boards once these were set up.

Further concern was expressed with regard to the closure of pharmacies in villages and whether Section 106 monies could be used to safeguard some of these pharmacies. In response it was considered unlikely but officers were happy to raise the issue in the relevant forum.

512 SCRUTINY TRANSPORT REVIEW WORKING GROUP UPDATE (SC71)

The Commission was provided with an update on the Transport Scrutiny Review. It was stated that the comments of the working group were included at the end of the appendix to the report.

Members expressed concerns with regard to the Highways Agency not having funding to undertake necessary works, the need for developer contributions to travel plans and transport and the requirement to resolve traffic problems on the A5. With regard to Hinckley Town Centre, concern was raised that whilst needs had been acknowledged, there were no plans for safe pedestrian access from the bus station site to the town centre and no planned cycle routes. Officers stated that there was a meeting arranged with regard to the A5 and pressure would be put on the Highways Agency, however it was also reported that the Highways Agency had warned of potential severe reductions in improvements to road networks and public transport as a result of budget cuts.

A Member suggested that it would be useful to discuss these issues and request attendance from agencies at the Highways Forum.

It was agreed that the working group be requested to continue to look at transport across the Borough and that this be built into the work programme including the opportunity to invite the relevant agencies to discuss Members' concerns.

RESOLVED – the working group be requested to continue.

513 FLEXIBLE WORKING UPDATE (SC72)

Members were provided with an update on the flexible working project, including the numbers of staff taking part in flexible working arrangements (five home workers, one mobile worker, two term-time workers and 43 mixed base). In response to Members' concerns at the previous meeting with regard to officers working from home and not being contactable, it was noted that the problem was with those working at home on an ad hoc basis, rather than contractual home workers.

Mr Morrell left the meeting at 7.24pm and returned at 7.27pm.

During discussion, the following points were raised:

- Technical issues for home workers could be dealt with remotely;
- Most staff were eligible to apply for flexible working;
- Performance information for home workers was not available for teams other than housing benefits. Officers agreed to obtain this information and bring it back to the Commission;
- There were no additional costs of supervision or quality control of those staff working from other locations as all staff were managed in the same way regardless of location;
- Home workers still interacted with other staff in team meetings and by regular 'phone and email contact;
- Home working was not an alternative to paid childcare.

It was agreed that the situation be monitored.

514 LOCALISM BILL (SC73)

Members were provided with an update on the progress of the Localism Bill, and it was noted that the government was taking steps to remove unnecessary specific duties on local authorities, such as the prescribed way of dealing with petitions and hosting e-petition facilities.

515 OVERVIEW AND SCRUTINY WORK PROGRAMME 2010/11 (SC74)

Members received the Work Programme for 2010/11.

RESOLVED – the work programme be agreed.

516 FORWARD PLAN OF EXECUTIVE AND COUNCIL DECISIONS (SC75)

Members received the Forward Plan of Executive and Council decisions.

RESOLVED – the Forward Plan be noted.

517 MINUTES OF SELECT COMMITTEES AND WORKING GROUPS

The minutes of the following meetings were received:

- (i) Council Services Select Committee, 10 February 2011 (SC76);
- (ii) Finance & Audit Services Select Committee, 14 February 2011 (SC77).

(The meeting closed at 7.44 pm)

SCRUTINY COMMISSION – 14 APRIL 2011

REPORT OF CHIEF OFFICER BUSINESS, STREET SCENE AND CONTRACT SERVICES

RE: PARISH AND COMMUNITY INITIATIVE FUND ALLOCATION OF GRANTS FOR 2011/2012

1. PURPOSE OF REPORT

To request endorsement from Scrutiny Commission for the distribution of the Parish and Community Initiative Fund 2011/12.

2. RECOMMENDATION

That Scrutiny Commission considers the proposals made by the assessment panel, notes the funding allocations as detailed in section 4 and endorses these recommendations for approval by SLB.

3. BACKGROUND TO THE REPORT

3.1 Since 2005 the Parish Community Initiative Fund has distributed over £480,000 for 94 schemes to local parishes or voluntary organisations.

3.2 In 2010/11 the scheme received 24 applications from across the Borough and a total of £91,284 was awarded to 20 schemes.

4 APPLICATIONS FOR 2011/12

4.1 The table in Appendix 1 of this report provides an objective scoring summary of the assessments made of all the applications by the Public Space Team.

4.2 The assessment panel then determined grants to be allocated. This panel consisted of Caroline Roffey – Public Space Manager, Edwina Grant – Strategic and Community Planning Officer , Paul Scragg – Public Space Team Leader (Community and Projects) and Lisa Kirby – Neighbourhood Warden Team Leader.

4.3 The maximum amount of funding available to each Parish is £12,000. The grant will fund a maximum of 55% of the project costs. Each applicant must seek support from their Parish Council and Borough Councillor. Only capital items are funded, and because the fund is over subscribed, the lowest submitted quote has been used to calculate the maximum eligible grant.

22 applications have been received requesting a total of £143,376. The panel determined applications must score 29 points or more to be funded (the same score as last year). Where applications scored 29-35 points, those for less than £2000 were awarded a maximum grant of £500, those for between £2001 and £5000 were awarded a maximum grant of £1,750, and those for between £5001 and £12,000 were awarded a maximum grant of £5000 (dependent on maximum allocation of £12,000 to the parish).

4.4 Based on the information in Appendix 1 the assessment panel recommends funding the following schemes totalling £104,130: (Applications are set out in alphabetical order by parish and parish name is given in brackets)

- i. Community Centre Renovation – Bagworth Community Centre (Bagworth & Thornton)
Outline: Renovation of existing Miners Hall (roof insulation, windows and heating) which forms part of a bigger project to extend and improve the community centre.
Recommended grant: £12,000
- ii. Play area Basket ball nets, Bosworth Rd Park – Barlestone Parish Council (Barlestone)
Outline: Basket ball nets for existing hard standing play area.
Recommended grant: £1,012
- iii. Little Acorns Project – Elohim Church (Barlestone)
Outline: Crèche extension into existing outbuildings.
Recommended grant: £5,000
- iv. A Garden for All – George Ward Community Centre (Barwell)
Outline: New community garden with landscaping and seating.
Recommended grant: £5,592
- v. New pavilion, Dovecote Way – Barwell Parish Council
Outline: New pavilion and car parking as part of large scheme and improve facilities for Barwell juniors football club.
Recommended grant: £6,408
- vi. Footpath to Brookside Gym trail – Burbage Parish Council (Burbage)
Outline:- footpath linking to new fitness trail on Brookside recreation ground
Recommended grant: £3,616
- vii. New front boundary wall – Burbage congregational church (Burbage)
Outline: replacement of existing wire fence with to improve conservation area.
Recommended grant: £5,000
- viii. New church blinds – St Martins Church (Desford)
Outline: New blinds for church
Recommended grant: £500

- ix. New tennis court – Sport In Desford (Desford)
Outline: Provision of new tennis court in addition to the 2 already on the site to meet demand.
Recommended grant: £11,500
- x. Church Park Safety scheme – Earl Shilton Town Council (Earl Shilton)
Outline: Lighting to improve safety within park.
Recommended grant: £5,000
- xi. Fresh Air Fitness at quarry Park – Groby Parish Council (Groby)
Outline: Outdoor gym equipment on Quarry Park
Recommended grant: £11,437
- xii. Multi use games area refurbishment at Mayflower Close – Markfield Parish Council (Markfield)
Outline: Replacement kickboards on existing ball court.
Recommended grant: £1,750
- xiii. Refurbishment of toilets and kitchen – All Saints Church (Nailstone)
Outline: Refurbishment of existing facilities.
Recommended grant: £5,000
- xiv. Kitchen refurbishment – Sheepy Magna Memorial Hall (Sheepy)
Outline: New kitchen in village hall
Recommended grant: £2,585
- xv. Play area improvements Main Street – Stanton Under Bardon Parish Council (Stanton Under Bardon)
Outline: New slide, springer and fencing at Main Street recreation ground.
Recommended grant: £11,067
- xvi. Replacement windows – Without Walls Christian Fellowship (Stanton Under Bardon)
Outline:- replacement windows at Church hall.
Recommended grant: £933
- xvii. Play area improvements at Hall Drive – Stoke Golding Parish Council (Stoke Golding)
Outline:- Infants play area safety surfacing, new gates, additional equipment and new bench.
Recommended grant: £3,889
- xviii. New floor in Village Hall – Sutton Cheney Village Hall (Sutton Cheney)
Outline:- new floor in village hall.
Recommended grant: £4,848

- xix. New bus stop at Dadlington Green – Sutton Cheney Parish Council (Sutton Cheney)
Outline:- New bus stop
Recommended grant: £3,121
- xx. Replacement notice boards – Sutton Cheney Parish Council (Sutton Cheney)
Outline: Replacement of old notice boards at Shenton and Sutton Cheney
Recommended grant: £904
- xxi. New basket ball nets at Main street – Norton Institute Committee (Twycross)
Outline: Installation of new basketball nets.
Recommended grant: £2,968

The Assessment panel recommends **rejecting** the following application:

- a. Repaving frontage – Burbage Constitutional Club (Burbage)
Outline:- New paving at front of building
Funding applied for: £1,200
Rational: Failed to score sufficient points, no constitution supplied, organization appeared to have sufficient funds to complete the project without funding. Only community benefit identified was to improve the visual amenity in the conservation area.

An application was also received from Groby In Bloom but this was withdrawn as they no longer required funding for their project.

5. **FUTURE ARRANGEMENTS FOR THE FUND**

As this grant fund has now been running for 7 years, Council and residents priorities have changed during this time. In addition new initiatives such as participatory budgets and Big Society have merged. It is therefore recommended that consultation be undertaken during the next few months with Parish Councils, Borough Councillors and grant recipients to determine the most effective way to support projects, and priorities for funding.

6. **FINANCIAL IMPLICATIONS (IB)**

- 6.1 The total Capital budget for 2011/12 is £100,000. The total grants recommended for approval is £104,130. Additionally £500 is required for the purchase of plaques. This amounts to an additional budget request of £4,630. This can be met from under spends in the 2010/11 project budget.

There are 4 grants totaling £23,918, which were approved for 2010/11 where projects have been delayed. These will be completed in 2011/12. A request to carry forward this budget under spend into the year 2011/12 will be submitted as part of the year end process. These are Bagworth and Thornton Parish Council £5,474, Higham on the Hill Parish Council £750, Groby Parish Council £10,000 and Twycross Parish Council £7,694.

6.2 The 2011/12 capital budget will be increased by £28,548 as part of the year end accounting process. The increase will be funded as a result of the savings amounting to £30,714 in 2010/11.

7. **LEGAL IMPLICATIONS (AB)**

7.1 None raised directly by this report

8. **CORPORATE PLAN IMPLICATIONS**

8.1 The Parish & Community Initiative fund supports Parishes and Community groups to achieve the aims and objectives of the Corporate Performance Plan to:

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

9. **CONSULTATION**

The level of consultation undertaken by applicants for grants is assessed as part of determining the grants to be awarded.

Scrutiny commission are consulted as part of the process for awarding grants.

10. **RISK IMPLICATIONS**

No significant risks identified

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

All grants are awarded to the rural areas, and parish council support is sought for each application.

12. **CORPORATE IMPLICATIONS**

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

- Community Safety implications
- Environmental implications
- ICT implications
- Asset Management implications
- Human Resources implications
- Planning Implications - some schemes will require planning consent
- Voluntary Sector
-

Background papers: Appendix 1 attached

Contact Officer: Caroline Roffey – Public Space Manager x5782

SCRUTINY COMMISSION – 14 APRIL 2011

REPORT OF DEPUTY CHIEF EXECUTIVE (COMMUNITY DIRECTION)

RE: VOLUNTARY AND COMMUNITY SECTOR INFRASTRUCTURE SUPPORT SERVICES REVIEW 2010/11

1. PURPOSE OF REPORT

To inform Scrutiny members of the outcomes of the infrastructure support services review 2010/11.

2. RECOMMENDATION

- 2.1 That members note and endorse the recommendation of Community Action Hinckley and Bosworth in partnership with HBBC to apply for Transition Funding, to support the establishment of a sustainable social enterprise and community development organisation for Hinckley and Bosworth.

3. BACKGROUND TO THE REPORT

- 3.1. In April 2009, a new model of Voluntary and Community Sector infrastructure services came into operation in Leicestershire, with Voluntary Action Leicestershire (VAL) providing infrastructure support services across the county, with existing Voluntary Actions and Volunteer Centres changing roles to Community Hubs and Local Resource Centres (LRCs) in retaining local accountability and independence.
- 3.2. Delivery has been enabled by a pooled funding arrangement, between the following agencies: Leicestershire County Council, Police, PCT, Connexions and District Councils, with total funds allocated to support the CIO, the seven Community Hubs and 3 LRCs; with an original agreement that Community Hubs would be in receipt of £70k per annum as core funding to support full cost recovery on an ongoing basis.
- 3.3. The new structure was supported by a new performance management regime to monitor whether the services of both VAL and the Community Hubs/LRCs were delivering the level of infrastructure support expected of the new service, with 2009/10 seen as a transitional year for all partners in moving to the new delivery model.
- 3.4. However, since the VCS restructure, the public sector funding environment has significantly changed, resulting in a forecasted £230k reduction in pooled funding to support these arrangements, from 1st April 2011. It therefore became clear, that there was a more immediate need to assess the extent to which the VCS performance management framework and structure, was able to demonstrate value for money, and accommodate the impact of funding changes.

3.5. Therefore, a further review was instigated in the Autumn of 2010, to assess the effectiveness of these new arrangements. This was carried out by an external consultant, and looked at:

- the working principles that govern the arrangements
- respective roles of VAL and the Community Hubs/LRCs, and the degree to which roles are understood
- the performance management frameworks
- the changes that might be needed in order to adjust both to a reduced budget and to the policy changes implicit within the Big Society/Localism agenda

3.6. The report arising from the review made the following recommendations:

- i) The need for more coordinated infrastructure service delivery across Leicestershire, and recommendation that the countywide infrastructure organisation model be adopted.
- ii) This arrangement to be supported by one single contractual model that brings together VAL and the Community Hubs/LRCs into one virtual delivery vehicle, and that Leicestershire CC (LCC) works with funders to agree how this model will work
- iii) That LCC on behalf of all funders, signs one contract with VAL, for the total funds available for infrastructure services across the County
- iv) Establishment of a unified Performance Management Framework, covering all contracted infrastructure work undertaken
- v) In deciding how best to deliver infrastructure services, VAL should be guided by the principle of subsidiarity. In the case of VAL's relations with Community Hubs/LRCs, this means that; where Community Hubs/LRCs show themselves to be competent and cost efficient to deliver infrastructure services, delivery of those services should be sub-contracted to them
- vi) That 2011 be seen as a transition year, and that organisations that are required to change their modes of operation (which includes Community Hubs/LRCs and VAL) have the time and funds needed to achieve these changes
- vii) Negotiations between VAL and the Community Hubs/LRCs be completed, and arrangements for the delivery of the unified service be agreed
- viii) An independent peer review body be established to adjudicate in situations of disagreement between VAL and any of the Community Hubs/LRCs
- ix) In light of the above it is recommended that the provision in the current contract for a two year extension, should be exercised, to give sufficient time for the arrangements to embed before infrastructure services are re-tendered.

3.7. Subsequently, the recommendations report led to an agreement in December 2010 as follows:

'It was agreed that by January 2011 there will be a single contractual model that brings together VAL and the Community Hubs/LRCs into one virtual delivery vehicle. Separate discussions will take place between VAL and each Community Hub to agree what will be delivered by VAL and what will be delivered by Community Hubs/LRCs in each locality; and used as a model for future contract negotiations'

- 3.8. Subsequently, LCC have announced the creation of a one year Transition Fund of £150,000 for 2011/12, to support Community Hubs who wish to restructure their organisation to move to an alternative business model, as a result of a move away from the provision of infrastructure support services.
- 3.9. Going forward the aspirations of Hinckley and Bosworth Community Hub is to establish a social enterprise organisation, specialising in regeneration/community development and direct service delivery (where it sees its particular strengths), with a move away from direct delivery of VCS infrastructure support services. This would enable the Community Hub to lever in resources and capacity, to deliver the localism agenda, provide appropriate support to the VCS in terms of regeneration and community development, and create a sustainable organisation none reliant on the current grant funding arrangements.
- 3.10. Furthermore, the creation of a social enterprise organisation and sustainable community hub, will enable the continued delivery of neighbourhood management and community development arrangements, including the sustainability of the Borough's community houses, which remain a priority for the Borough Council.
- 3.11. Early discussions indicate that Hinckley and Bosworth Community Hub (Community Action Hinckley and Bosworth), are likely to result in securing a one off payment of £50,000 transition funds, to support the Community Hub's transition process during 2011/12. A detailed business case outlining total costs and key milestones, is required to be submitted to LCC in April 2011. Community Action Hinckley and Bosworth Board of Trustees and HBBC officers support the proposal to apply for transition funds.
- 3.12. Under these arrangements VAL have proposed that from April 2012 there is potential to double the support for VCS groups in Hinckley (current provision p/t District Development Officer, and p/t Volunteer Assistant), this is dependent on levels of pooled funding for 2012/13.
- 3.13. Subsequently it is recommended that Scrutiny members:
- Note and endorse the application by Community Action Hinckley and Bosworth for transition funds, and the subsequent establishment of a sustainable social enterprise and community development organisation for Hinckley and Bosworth

4. **FINANCIAL IMPLICATIONS (DB)**

None arising directly from this report, as the local authority's annual contribution to pooled funding will remain the same. The Council's contribution to the hub for 2011/12 is £27,670.

5. **LEGAL IMPLICATIONS (LH)**

- 5.1. None arising directly from this report, as the reduction in pooled funding has resulted in the existing contract with LCC and VAL being terminated with effect from 31 March 2011. New contracts will be issued following agreement of arrangements from 1 April 2011.

6. **CORPORATE PLAN IMPLICATIONS**

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

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

7. **CONSULTATION**

7.1. The reviews referred to have been informed through consultation with Service Heads and appropriate senior officers and partners, utilising existing evidence to inform activity and gaps.

8. **RISK IMPLICATIONS**

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

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

The following significant risks associated with this report were identified from this assessment.

No Net Red Risks

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

9.1. The specific purpose of this exercise is to identify, and if subsequently recommended, the allocation of additional resources/reallocate existing resources, to focus on the priority needs within rural Hinckley and Bosworth, bringing greater equity to the allocation of overall resources across all geographical areas of the Borough.

10. **CORPORATE IMPLICATIONS**

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

- Community Safety – None
- Environmental - None
- ICT - None
- Asset management None
- Human Resources – None

Contact Officer: Edwina Grant, Strategic and Community Planning Officer, Ext 5629

SCRUTINY COMMISSION – 14 APRIL 2011

REPORT OF THE EXECUTIVE MEMBER FOR RURAL AFFAIRS

RE: RURAL AREAS REVIEW – ANNUAL REPORT

1. **PURPOSE OF REPORT**

To inform Scrutiny members of the outcomes of the annual rural areas review report 2010/11.

2. **RECOMMENDATION**

2.1 That members note and endorse the good progress on service delivery within rural locations in 2010/11.

2.2 That Members endorse the refreshed approach to the delivery of the Parishes Forum.

3. **BACKGROUND TO THE REPORT**

3.1. On an annual basis the rural affairs lead member, Councillor WJ Crooks, presents a rural areas review report to elected members, detailing how the authority's delivery against the Corporate Plan priorities, is impacting on our rural challenges. Elected members both through Executive and Scrutiny Commission continue to robustly challenge delivery of provision within our rural areas, hence the need to provide comprehensive details of this provision.

3.2. Whilst **all** service provision is available to **all** Parishes within the Borough, this report presents details of specific delivery in rural parish areas, detailed at **Appendix 1**. (Please note this information relates to key service areas of most relevance to rural areas, and therefore service delivery in relation to town centre development/urban areas has not been included).

3.4. The key forum for enabling two way dialogue between the Parishes and the borough council, is via the twice annually Parishes Forum. Whilst this has proved to be a successful mechanism for engaging Parishes to date, it is proposed that a refreshed approach is adopted for Parish Forum meetings going forward for 2011/12.

3.5. It is proposed that regular (quarterly) bulletins are introduced, providing Parishes with a comprehensive summary of service provision updates, together with relevant briefing papers i.e. implications of the Localism Bill etc., enabling the Parishes Forum meeting to focus on one or two issues of importance to all Parishes, allowing for in-depth debate, presence of all relevant officers/agencies, agreement of actions, and subsequent development of detailed delivery plans, in relation to priority issues.

- 3.6. To ensure robust challenge and delivery of agreed plans, it is proposed that member task and finish groups are established as appropriate.
- 3.7. Furthermore, it is proposed that the refreshed format of Parish Forum meetings, will also become a key mechanism for consultation purposes to influence priority setting for delivery in rural areas, and for example, agreeing allocation of relevant funding i.e. Parish and Community Initiative Fund. The intention is to ensure that any recommendation to allocate provision within the rural areas, is made on the basis of a robust evidence base i.e. proven (not perceived) need, and importantly on a collective basis.
- 3.8. Subsequently the following recommendation is proposed:
- Scrutiny Members note the range of provision within rural locations
 - To endorse the recommendation for a refreshed approach for the delivery of the Parishes Forum

4. FINANCIAL IMPLICATIONS (DB)

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

5. LEGAL IMPLICATIONS (LH)

- 5.1. None arising directly from this report

6. CORPORATE PLAN IMPLICATIONS

- 6.1. The contents of the report relate to and support the following strategic aims:
- Cleaner and Greener Neighbourhoods
 - Thriving Economy
 - Safer and Healthier Borough
 - Strong and distinctive communities
 - Decent, well managed and affordable housing

7. CONSULTATION

- 7.1. The rural areas review 2010/11 has been informed through consultation with Service Heads and appropriate senior officers and partners, utilising existing evidence to inform activity and gaps.

8. RISK IMPLICATIONS

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

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

The following significant risks associated with this report were identified from this assessment.

No Net Red Risks

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

9.1. The specific purpose of this exercise is to identify, and if subsequently recommended, the allocation of additional resources/reallocate existing resources, to focus on the priority needs within rural Hinckley and Bosworth, bringing greater equity to the allocation of overall resources across all geographical areas of the Borough.

10. **CORPORATE IMPLICATIONS**

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

- Community Safety – None
- Environmental - None
- ICT - None
- Asset management None
- Human Resources – If recommended, the delivery of additional provision within our rural areas, will require a commitment from the local authority to identify appropriate officers, to support in the scoping, development and delivery of the additional workstreams and supporting actions plan.

Contact Officer: Edwina Grant, Strategic and Community Planning Officer, Ext 5629

APPENDIX 1

Rural Areas Review - Annual Report 2010/11

Corporate Plan Priorities	Progress/Provision 2010/11	Area
	CLEANER AND GREENER NEIGHBOURHOODS	
<p>CP01 - Keep our neighbourhoods clean and tidy</p>	<p>Neighbourhood Wardens have dealt with the following numbers and categories of complaints regarding environmental crime during the period 1st April 2010 – December 2010:</p> <p>Fly Tipping - 90 32 Hinckley, 7 Burbage, 4 Barwell, 7 Earl Shilton, 2 Kirkby Mallory, 2 Stapleton, 4 Nailstone, 1 Market Bosworth, 2 Bagworth, 5 Stoke Golding, 1 Osbaston, 2 Fenny Drayton, 2 Newbold Verdon, 4 Thornton, 1 Barlestone, 3 Ratby, 7 Markfield, 1 Wellsborough, 2 Upton, 3 Peckleton, 1 Barton In the Beans, 2 Desford</p> <p>Fly posters - 28 22 Hinckley, 1 Markfield, 3 Burbage, 1 Earl Shilton, 1 Sheepy Magna</p> <p>Abandoned vehicles - 42 14 Hinckley, 2 Burbage, 3 Barwell, 6 Earl Shilton, 2 Stapleton, 3 Market Bosworth, 2 Newbold Verdon, 1 Barlestone, 3 Ratby, 1 Sheepy Parva, 1 Stoke Golding, 1 Sibson, 1 Twycross, 1 Dadlington, 1 Witherely</p> <p>Dog Fouling - 68 26 Hinckley, 6 Burbage, 7 Barwell, 9 Earl Shilton, 1 Kirkby Mallory, 1 Bagworth, 2 Newbold Verdon, 2 Thornton, 4 Barlestone, 3 Groby, 1</p>	<p>As detailed</p> <p>As detailed</p> <p>As detailed</p>

	<p>Contaminated Bins - 9: 3 Hinckley, 3 Earl Shilton, 3 Ratby</p> <p>Fixed Penalty Notices issued for the following during the period 1st April 2009 to 31st March 2010</p> <p>Littering including littering from vehicle – 22: 17 Hinckley, 2 Burbage, 1 Barwell, 2 Desford</p> <p>Dog Fouling: 1 Desford</p> <p>Dog Fouling Campaign: launched in Sept 2010, all Parishes invited to join, take up from Burbage, Groby, Desford and Barlestone. Groby and Burbage now have trained staff and eligible to issue fixed penalty or incident notices for dog fouling or littering offences</p> <p>Abandoned vehicles: Neighbourhood Warden Team trained and authorised by DVLA to remove untaxed vehicles from highways effective from 31st January 2011</p> <p>Litter Picking Groups – continued support for Bagworth and Thornton litter picking group</p> <p>Neighbourhood Warden attendance at all Bagworth and Thornton Neighbourhood Action Team (NAT) meetings</p> <p>Allotments - 36 Local authority allotments and specifically Hill Hole Quarry, Markfield</p> <p>Waste collection: Annual Satisfaction Survey results March 2010 to inform service provision and priorities for 2010/11: Household Waste Collection (rural areas) 90% satisfaction rates</p>	<p>As detailed</p> <p>All Parishes</p> <p>All Parishes</p> <p>Bagworth and Thornton</p> <p>Bagworth and Thornton</p> <p>Hill Hole Quarry, Markfield</p> <p>All rural Parishes</p>
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	<p>Recycling Service (rural areas) 78% satisfaction rates</p> <p>23 out of 70 collection rounds (fortnightly rota) are carried out in the rural areas i.e. 33% are service provision allocated to rural areas</p> <p>1 split bodied vehicle (black bin waste collection on one side, and brown bin waste collection on the other) dedicated to rural parishes. This equates to 400 property collections per day in the rural parishes</p> <p>1 sweeper dedicated to rural parishes fulltime</p> <p>Continued expansion of recycling sites, with 30 out of 48 (63% of provision) in rural areas, specifically: Stanton under Bardon, Sheepy Magna, Stoke Golding, Thornton, Twycross, Upton, Witherley, Bagworth, Barlestone, Carlton, Congerstone, Desford, Groby, Higham on the Hill, Market Bosworth, Markfield, Nailstone, Newbold Verdon, Ratby, Shackerstone</p> <p>Plans for 2011/12 to continue to expand recycling sites and specifically in rural areas</p> <p>Additional Grounds Maintenance and Cleansing Services available to all Parishes at cost effective rates</p>	<p>All rural Parishes</p> <p>All rural Parishes</p> <p>As detailed</p> <p>All rural Parishes</p> <p>All Parishes</p>
<p>CP02- Improve facilities in our parks and open spaces</p>	<p>Active Together Open Fund physical activity programmes being delivered Jan – March 2011. This has included funding to run fitness classes at the new Burbage Outdoor Gym on Brookside Recreation Ground.</p> <p>Countryside Sites Improvements: Thinning of native tree plantations adjacent to A511 at Billa Barra Hill,</p>	<p>Burbage</p> <p>Stanton Under Bardon</p>

	<p>Stanton under Bardon Repairs to fencing and site infrastructure alongside small scale tree works at Hill Hole Quarry, Markfield Access control works and further tree works at Groby Pool nature area and car park Planting of more apple trees at Manor Farm, Bagworth, with Bagworth Community Orchard Group</p>	<p>Markfield Groby</p> <p>Bagworth</p>
CP07 - Minimise environmental nuisances in the borough	Flood sacks are now locally sited under the control of the Flood Wardens to aid response to flooding incidents, improving speed of response and allowing Council resources to be elsewhere	
	THRIVING ECONOMY	
CP08 - Maintain jobs, improve skills, increase wage levels	Following the success of the Future Jobs Fund. A permanent position has been secured within the Council for one of the apprentices	All Parishes
CP08a - 3.4.1 - Increased provision of premises for employment use	Core Strategy policies aim to support the enhancement of employment sites	All Parishes
CP08b - 5.1.2 Increased business survival and growth rates	<p>The Hinckley Farmers Market Festival and associated weekly Farmers Market Festivals (Market Bosworth and Burbage) provide a platform for suppliers in our rural areas to sell their produce.</p> <p>Supported H&B Tourism Partnership to launch its new website to promote Borough wide tourism attractions, food and drink and accommodation, attracting new visitors to the area.</p> <p>Membership of the H&B Tourism Partnership has been expanded to Parish Councils and now includes Newbold Verdon, Market Bosworth and Burbage.</p>	<p>All Parishes</p> <p>All Parishes</p> <p>Market Bosworth, Newbold Verdon, Burbage.</p>

CP09a - 3.4.3 - Increased re-use of brown field land for employment uses	Core Strategy Policy 7 supports the enhancement of allocated employment sites. Policy 12/13 supports small scale employment uses within Rural Villages and Rural Hamlets	All Parishes
CP10 - Provide help, advice and support for residents and businesses	<p>From October 2010 businesses with a rateable value of less than £6,000 entitlement to 100% relief for one year. Those businesses with a RV between £6000 - £12,000 will receive relief on a sliding scale.</p> <p>The Councils Economic Development Initiative budget funds regular business events to support businesses across the borough e.g. The joint HBBC/Business Link event 'Preparing for the Upturn' held in June 2010 with advice on accountancy, employment law, marketing, IT & local regeneration</p> <p>Managed 1307 planning applications during 2010, of which 65% are from rural localities (inclusive of pre application enquiries, and enquiries as to whether a proposal requires planning permission)</p>	<p>All Parishes</p> <p>All Parishes</p> <p>All Parishes</p>
CP11 - Increase take-up of Benefits in areas of deprivation and amongst hard to reach areas to reduce poverty	<p>Data supplied by Mosaic has helped to shape benefit promotion and specifically to target those in the priority neighbourhoods including Bagworth and Thornton</p> <p>Total number of benefit claims 7197, of which 2052 are from rural areas</p>	<p>All Parishes</p> <p>All Parishes</p>
CP12 - Work with partners to deliver the Economic Regeneration Strategy to improve the local economy for the borough	A cross boarder delivery partnership has been set up with HBBC/Nuneaton & Bedworth BC/N Warks BC to work with the new Local Enterprise Partnerships to deliver regeneration projects across the area and to formulate bids to the government's new regional growth funds	All Parishes

	<p>The Council supports the borough- wide Hinckley Business Association and the Earl Shilton Business Forum. It has been Involved with the setting up of the Barwell Business Association.</p> <p>The Council is a partner with the County Council's Inspire programme implementation group which gives grants to rural economic development projects.</p> <p>Work is ongoing to look at skills required by local companies and apprentice scheme provision by working with North Warwickshire & Hinckley College and LCC. In particular work has been done through working with the College and MIRA to establish a new apprenticeship scheme at MIRA.</p>	<p>All Parishes</p> <p>All Parishes</p> <p>All Parishes</p>
CP17 - Value for money services are provided where economies of scale area achieved whenever possible, without reducing (and where possible enhancing) the delivery experience	Executive have agreed that Grounds Maintenance, Recycling, Refuse, and Street Cleansing Services are providing good value for money in comparison to others.	All Parishes
	SAFER AND HEALTHIER BOROUGH	
CP18 - Ensure people are safer	<p>The Community Safety Partnership Action Plans have been reviewed and approved by the Community Safety Partnership Board to ensure that actions reflect current priorities and a performance management framework is in place to ensure delivery.</p> <p>Compared to last year total crime has reduced by 15.1% (4495 offences this year to date (Dec 2010) compared to 5294 for the same period last year</p>	All Parishes

	<p>equating to 799 less crimes)</p> <p>Anti-social behaviour complaints have reduced by 25.1%)</p> <p>Delivery of seasonal campaigns (Dark Nights, Halloween and Christmas Campaigns) which have successfully reduced the impact of seasonal crime trends contributing to good reductions in crime and ASB reported above.</p> <p>Love my neighbourhood week is in the 4th year of delivery. The week runs over Valentine's week and encourages people to take pride in their communities. This year, residents of Thornton, Newbold Verdon, Markfield, (Barwell, Earl Shilton, Hinckley and Burbage) were encouraged to raise their concerns so that the community safety partnership can do its best to address issues raised.</p> <p>Provision of Bosworth Community Safety Forum</p> <p>Monthly school liaison meetings in all areas of the Borough</p> <p>Core Strategy Objective 8: Stronger Safer Communities – To develop strong and safer communities by designing out crime, sensitively locating development and encouraging community involvement and positive interaction, particularly in the areas experiencing multiple deprivation</p>	<p>Thornton, Newbold Verdon, Markfield</p> <p>Bosworth</p> <p>All Parishes</p>
<p>CP18a - 2.3.3 - Levels of hate incidents are reduced</p>	<p>The Community safety team are working with the county to increase the reporting of hate incidents and raise awareness of hate crime. The county has a target of reducing hate incidents by 10% by April 2011 and we are currently on track to achieve this target.</p>	<p>All Parishes</p>

	<p>Work has taken place to maximise the local impact of the 'Stamp it out campaign' which is a community led campaign to raise awareness of hate crime. The Community Safety Partnership have distributed messages via posters and bookmarks in Youth Clubs, schools, leisure centre, community houses, WHSmiths, next generation, libraries and other key locations.</p>	
<p>CP18b - 3.1.1 - Levels of serious violent crime are reduced</p>	<p>Significant reduction in crime (compared to 2009/10 statistics):</p> <p>Total crime – a reduction of 15.1%</p> <p>Burglary dwellings (homes) – a reduction of 31.4%</p> <p>Serious acquisitive crime (burglary, vehicle crime and robbery) – a reduction of 22.7%</p> <p>Public Offences – a reduction of 43.3%</p> <p>Serious violent crime – a reduction of 17.6%</p>	<p>All Parishes</p>
<p>CP18c - 3.2.1 - Levels of recorded anti-social behaviour are reduced</p>	<p>Anti-social behaviour offences are down 25.1% (2145 incidents to date Dec. 2010, compared to 2863 incidents last year- 718 drop) though continuing to tackle anti-social behaviour remains a priority concern for the public.</p> <p>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.</p> <p>The satisfaction survey delivered by the police to determine customer satisfaction with how the police (Joint Jaqual team with council) deal with ASB has for the first time achieved customer satisfaction levels of over 80%.</p> <p>Provision of a monthly ASB surgery in Markfield</p>	<p>All Parishes</p> <p>Markfield</p>

	<p>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</p> <p>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</p>	<p>All Parishes</p> <p>All Parishes</p>
CP18d - 3.2.2 - Levels of criminal damage are reduced	Criminal damage often a pre requisite to ASB is down 21.8%	All Parishes
CP18f - Improve quality of place through design (design out crime)	Core Strategy Spatial Objective 8: Stronger & Safer Communities and Spatial Objective 9: Identity, distinctiveness and quality of design. Spatial Objective 11: Built Environment & Townscape Character	All Parishes
CP19 - Improved public confidence and perception of the Community Safety Service	The Partnership has completed a refresh of its action plans and has agreed revised priorities and action plans to meet emerging performance challenges outlined in this report. The Refresh Plan has set out two overarching priorities that support the Leicestershire Local Area Agreement (LAA) Community Safety Strategy, one of which is Improving Public Confidence	All Parishes
CP20 - Vulnerable people are safeguarded	New sub regional bespoke safeguarding training has been delivered to over 230 HBBC employees, including those working with children young people and families in our rural areas.	All Parishes
CP21 - Reduced offending and	Compared to last year (period April- end Sept) total crime has reduced by	All Parishes

re-offending levels in the borough	7.7%	
CP21b - 1.3.2 - Young people are diverted from criminal behaviour and numbers of first time entrants to the Criminal Justice System are reduced	Completion of Newbold youth project which has successfully providing diversionary activities for young people on the edge of entering the criminal justice system	Newbold
CP21d - 2.8.2 - Offending by Children and Young People is reduced	PAYP (Positive Activities for Young People); successful programme delivered against 10 projects, including 1 project in Markfield offering a programme of summer activities diverting young people 12+ away from ASB. What's Going Down 2010 Summer Activities publication; Key 'Staying Safe' messages delivered through the brochure	Markfield All Parishes
CP21e - 6.2.2 - The rate of drug related offending, particularly the level of acquisitive crime, is reduced	Serious Acquisitive Crime (burglary, vehicle crime and robbery) is on target and is down 15.2% compared to the same period last year. A number of awareness sessions have been held in schools and youth projects to raise awareness of drugs and alcohol on well-being and behaviour	All Parishes
CP21f - 6.2.3 - The number of alcohol related incidents is reduced	A number of awareness sessions have been held in schools and youth projects to raise awareness of drugs and alcohol on well-being and behaviour	All Parishes All Parishes
CP23 - Provide young people of the Borough with facilities and activities	PAYP (Positive Activities for Young People); successful programme delivered against 10 projects, including 1 project in Markfield. What's Going Down 2010 Summer Activities publication; 12,000 copies of the brochure distributed to all children & young people in the Borough.	Markfield All Parishes

	<p>Weekly Play worker sessions for young people delivered April – August 2011, funded through the Lottery</p> <p>The New Summer Activities Fund 2010 proved a big success. HBBC distributed £1,859 to 10 projects from all corners of the Borough for the delivery of summer holiday activities. 512 young people were engaged with, 198 hours delivered and all at a cost of £3.63 per head.</p> <p>‘Find your talent’ art programme was delivered to groups of young people across the Borough including a project of engagement at Bosworth Battlefield.</p> <p>Sports Unlimited - Between April-September 652 semi sporty young people have been retained in sport and physical activity for year 3 of Sports Unlimited projects. A total of £139,842 (including partner contributions) has been accessed for local projects since the start of the programme in 2008. Examples of projects include Sailing in Market Bosworth and multi sports in South Charnwood High School.</p> <p>Youth Games - 588 young people took part in pre games coaching and selection events across the Borough between the months of January –June. 110 Young People participated in the County Youth Games on Sunday 27th June 2010. In addition 60 disabled young people took part in Inclusive Youth Games. St Peters, Market Bosworth represented the winning tag rugby team.</p> <p>Support the Youth Council in providing activities and opportunities for young people to achieve outcomes for the community.</p> <p>Agreement passed for phase 3 build of Children’s Centre in Bagworth to be</p>	<p>Ratby</p> <p>Bagworth, Thornton, Burbage, Stoke Golding, Desford.</p> <p>Market Bosworth</p> <p>Market Bosworth, Markfield, Stanton under Bardon.</p> <p>All Parishes</p> <p>All Parishes</p> <p>Bagworth</p>
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	<p>completed April 2011.</p> <p>Full programme of activities offered through Desford Surestart Children's Centre for families and children 0-11years?</p> <p>Supported delivery of Markfield Summer Activities programme.</p> <p>Free swimming offered for 16 and unders at Hinckley Leisure Centre up until 31st April 2010.</p> <p>Supported the delivery of sports activities for children and young people in Bagworth and Thornton in Winter 2010.</p> <p>Assisted sports clubs in our rural areas to achieve clubmark accreditation in 2010, including Newbold Verdon Cricket Club and Desford Lawn Tennis Club.</p> <p>Assisted sports clubs in our rural areas with successful grant applications in 2010. Sport in Desford, Desford lawn Tennis and Hinckley and Bosworth School Sport Partnership.</p> <p>Coordinated the Annual Ride the Mallory Mile family fun ride as part of National Bike week in June. 300 cyclists took part. Coordinated through Active Together.</p>	<p>Desford</p> <p>Markfield</p> <p>All Parishes</p> <p>Bagworth, Thornton</p> <p>Newbold Verdon, Desford.</p> <p>Desford</p> <p>All Parishes</p>
CP25 - Protect public health	<p>Safer food better business advice to all businesses (multi lingual provision)</p> <p>Licensing advice and guidance across the Borough, including to boarding and breeding establishments in support of farm diversification</p>	<p>All Parishes</p> <p>All Parishes</p>

	<p>From 1st April 2010 to 31st December 2010: 344 Food Hygiene inspections were carried out, of which 135 were in the rural parishes, representing 39.2% of premises inspected</p> <p>143 Health and Safety inspections were carried out , 50 of which were in the rural parishes, representing 35% of service provision</p> <p>In the quarter Oct – Dec 2010 health promotion work was undertaken with Caterpillar, Desford to support them in progressing action to qualify for the Leicestershire Health and Wellbeing Award</p> <p>GE Sensing based at Groby were assisted in organising a staff health day.</p> <p>A Level 2 Award in Food Safety and Catering was delivered in Desford – all candidates passed the examination</p>	<p>Rural Parishes</p> <p>Rural Parishes</p> <p>Desford</p> <p>Groby</p> <p>Desford</p>
<p>CP26 - Preventative action and education to reduce drug and alcohol related health problems</p>	<p>To help combat robberies involving young people targeting other young people awareness sessions in the 4 upper schools across the Borough were delivered. During the sessions over 1000 students were able to access information on how to protect their person and property including alcohol awareness information.</p> <p>The safety crew project is a multi-agency initiative targeted at year 8 pupils. The project is based around the national curriculum subject Citizenship and aims to deliver information to students on Drug and alcohol information, anti-social behaviour awareness, hate crime awareness and boundaries in relationships. Partners involved include HBBC, next generation and the police. The programme is delivered in schools. At present this programme is</p>	<p>All Parishes</p>

	delivered to the majority of high schools across the Borough	
CP26b - 6.12.1 - Improved access to a range of appropriate support services	<p>The community safety team has now set up regular drop in sessions in priority and outreach areas across the Boroughs. The drop in sessions allow members of the public to access community safety services in their locality. This is a particularly useful service for some of the Northern Parishes where transport links to Hinckley are limited.</p> <p>Continued promotion and co-ordination of First Contact scheme (aimed at signposting older people to services that enable them to remain safe and independent in their own homes) helps to ensure that older people have one point of contact to access services.</p> <p>Continued provision of waste management assisted collections, including easy access service for apartments and flats</p>	<p>Newbold Verdon, Markfield</p> <p>All Parishes</p> <p>All Parishes</p>
CP27 - Ensure people have healthier lifestyles	<p>Continued delivery of the GP Referral outreach service hosted at Sport in Desford, for the benefit of patients referred in our Northern and western parishes. 589 people referred Borough wide.</p> <p>Delivery of the Counterweight programme across the Borough including our rural area</p> <p>Hinckley and Bosworth Active Together programme has provided 12,801 opportunities for residents to participate in physical activity between April 2010 and October 2010, attracting a take up of 65%. Examples include Zumba in Sheepy, Move more 4 less in Thornton and Stapleton to name a few.</p>	<p>Northern and Western Parishes</p> <p>All Parishes</p> <p>Sheepy Magna, Thornton, Bagworth, Desford, Stapleton, Stoke Golding, Dadlington</p>

	<p>Sheepy Magna, Thornton, Bagworth, Desford, Stapleton, Stoke Golding, Dadlington</p> <p>An Inclusive sports day for adults 16 years+ was held at Sport in Desford in September. 60 adults took part in a variety of sports</p> <p>Continued delivery of the GP Referral outreach service hosted at Sport in Desford, for the benefit of patients referred in our Northern and western parishes. 589 people referred Borough wide.</p> <p>Delivery of the Counterweight programme across the Borough including our rural areas.</p> <p>Free swimming offered for 16 and unders and 60+ at Hinckley Leisure Centre up until 31st April 2010. 60+ free swim sessions have been retained and will continue to be offered to all H&B residents with the option to also swim at Leicester City swimming pools.</p> <p>Health and Well Being workshops delivered in Bagworth and Thornton in Winter 2010, supported by Active Together and NATs.</p> <p>Delivery of Health and Well Being workshops in workplaces as part of Active Together Workplace Challenge. Delivered in Caterpillar and GE Sensing workplaces.</p> <p>Active Together Open Fund physical activity programmes being delivered</p>	<p>Groby, Ratby, Newbold Verdon, Market Bosworth, Desford</p> <p>Desford</p> <p>Northern and Western Parishes</p> <p>All Parishes</p> <p>All Parishes</p> <p>Bagworth, Thornton</p> <p>Peckleton, Groby</p> <p>Markfield, Groby,</p>
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	<p>Jan – March 2011. Kickboxing, orienteering.</p> <p>Assisted sports clubs in our rural areas to achieve clubmark accreditation in 2010. Including Newbold Verdon Cricket Club and Desford Lawn Tennis Club.</p> <p>Assisted sports clubs in our rural areas with successful grant applications in 2010. Sport in Desford, Desford lawn Tennis and Hinckley and Bosworth School Sport Partnership.</p> <p>Coordinated the Annual Ride the Mallory Mile family fun ride as part of National Bike week in June. 300 cyclists took part. Coordinated through Active Together</p>	<p>Burbage.</p> <p>Newbold Verdon, Desford</p> <p>All Parishes</p>
CP27b - 6.10.1 - Families make healthy food choices and eat for health	<p>Appointment of Health Improvement Officer to provide councils main focus for delivery through Health and Wellbeing Board</p> <p>The Lifestyle Eating and Activity Programme (LEAP), Counterweight programme and Family Lifestyle Club (FLiC) programme, are delivered in a targeted manner to support families make healthy eating choices. These programmes are delivered in partnership with the Local Sporting Alliance, Leicestershire Nutrition and Dietetic Service and Public Health.</p>	<p>All Parishes</p> <p>All Parishes</p>
CP27c - 6.10.2 - Fewer children are obese	<p>Full programme of activities offered through Desford Surestart Children's Centre for families and children 0-11years</p>	<p>Desford</p>
STRONG AND DISTINCTIVE COMMUNITIES		

<p>CP28 - Improve neighbourhoods and quality of life for residents</p>	<p>Two public arts projects completed during 2010 in Newbold Verdon</p> <p>Bagworth and Thornton Rural Priority Neighbourhood:</p> <p>Two public consultation sessions in Bagworth and Thornton to inform the development of the Community Centre, with a specific focus on the engagement of young people. Phase 1 to commenced in November 2010</p> <p>Sure Start Childrens Centre to be completed March 2011</p> <p>Two Family Wellbeing Clinics delivered in Bagworth</p> <p>MUGA and play equipment established in Thornton</p> <p>Youth Club in Bagworth and Thornton on alternate weeks, attended by Gypsy/Traveller young people.</p> <p>Provision of bi monthly shopping trips for elderly and vulnerable</p> <p>Establishment of local speed watch provision, appointment of neighbourhood watch co-ordinator, and funding secured for No Cold Calling Zones</p> <p>Establishment of a Local Liaison Group for Parish Councillors and representatives of Gypsy and Traveller communities for the parishes of Bagworth, Barlestone and Nailstone</p> <p>The Council supports the borough- wide Hinckley Business Association and the Earl Shilton Business Forum. It has been Involved with the setting up of the Barwell Business Association.</p>	<p>Newbold Verdon</p> <p>Bagworth and Thornton</p> <p>All Parishes</p>
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	<p>The Council is a partner with the County Council's Inspire programme implementation group which gives grants to rural economic development projects.</p> <p>Work is ongoing to look at skills required by local companies and apprentice scheme provision by working with North Warwickshire & Hinckley College and LCC. In particular work has been done through working with the College and MIRA to establish a new apprenticeship scheme at MIRA.</p> <p>Adoption of Ratby Village Design Statement to form part of the decision making process for planning application in Ratby. This goes alongside the existing Village Design Statement for Burbage.</p> <p>Application made in conjunction with Market Bosworth Parish Council to be a vanguard for the development of neighbourhood plans</p>	<p>All Parishes</p> <p>All Parishes</p> <p>Ratby</p> <p>Market Bosworth</p>
<p>CP29 - Improve the quality of life for children and young people in the borough</p>	<p>PAYP (Positive Activities for Young People); successful programme delivered against 10 projects, including 1 project in Markfield.</p> <p>Support the Youth Council in providing activities and opportunities for young people to achieve outcomes for the community. 2 young people from Stoke Golding and Markfield went on Euro exchange visit in June.</p> <p>Agreement passed for phase 3 build of Children's Centre in Bagworth to be completed April 2011.</p> <p>Full programme of activities offered through Desford Surestart Children's Centre for families and children 0-11years.</p>	<p>Markfield</p> <p>Stoke Golding, Markfield</p> <p>Bagworth</p> <p>Desford</p> <p>Markfield</p>

	Supported delivery of Markfield Summer Activities programme	
CP30 - Support and educate individuals to improve skills and become volunteers	Access point re volunteering available at Community Action H&B, and p/t District volunteering officer providing specific sessions in rural locations	Simon Jones Louisa Horton
CP30a - 2.7.1 - More older people are engaged in volunteering activities that maintain an active lifestyle, and enable them to use their experience and give back to society	2 x Walk leader training delivered to volunteers and new walks now running in Groby, Newbold Verdon and Market Bosworth	Groby, Newbold Verdon, Market Bosworth
CP30c - Increase the number of volunteers in the community	<p>2 x Walk leader training delivered to volunteers and new walks now running in Groby and Newbold Verdon.</p> <p>The H&B Local Sport Alliance Sports Awards held in February in Desford, 5 awards for volunteers presented recognizing their contribution to sport.</p> <p>Support the Youth Council in providing activities and opportunities for young people to achieve outcomes for the community, targeting young people from rural areas to be represented on Youth Council.</p> <p>Coordinated a “How to coach Disabled People in Sport” coach education workshop for voluntary sports coaches that work in our clubs and schools at Bosworth Community College, Desford.</p> <p>Assisted sports clubs in our rural areas to achieve clubmark accreditation in 2010. Including Newbold Verdon Cricket Club and Desford Lawn Tennis Club</p>	<p>Groby, Newbold Verdon All parishes</p> <p>All parishes</p> <p>Desford</p> <p>Newbold Verdon, Desford</p>

<p>CP31 - Improve customer access to services</p>	<p>Implementation of the Allpay payment solution allowing customers to pay for free at the Post office or any outlet displaying the PayPoint sign, 17 post offices and 23 retail outlets within the Borough including Markfield Community Centre</p> <p>An additional Customer Service Advisor has been appointed to enable calls to be answered more swiftly ensuring that more customers can be assisted</p> <p>Provision of Markfield Sports and Community Centre touchdown point to give people in rural areas additional access to services, satellite site for customer services, internet café enabling the public to access the council's services and information via the intranet. Provision of CAB outreach service</p> <p>Provision of benefits advice through a home visiting service, reviews also offered at touch down sites across the Borough</p> <p>Housing officer provision (properties, tenancies and repairs) out at rural areas on a daily basis</p>	<p>All Parishes</p> <p>Northern Parishes</p> <p>All Parishes</p> <p>All Parishes</p>
<p>CP31c - 2.4.2 - People have equality of access to life opportunities, employment, learning and services that meet individual needs</p>	<p>The Disability Forum has been established and has met cross agency and 3rd sector to address equality of opportunity issues and address individual needs</p> <p>We now offer up to date data to all departments through CRM to ensure that those who require information in alternative formats are in receipt of them and only need to tell us once</p> <p>60 disabled young people took part in Inclusive Youth Games in June 2011. Children were represented from the whole Borough including students from</p>	<p>All Parishes</p> <p>All Parishes</p> <p>All Parishes</p>

	<p>Bosworth Community College.</p> <p>An Inclusive sports day for adults 16 years+ was held at Sport in Desford in September. 60 adults took part in a variety of sports</p>	All Parishes
CP32 - Ensure that our services meet our customers' needs	<p>2 x Resident Involvement officers now in place. Full consultation on housing services underway with tenants. Tenants have been fully involved in the formulation of the Tenant Newsletter and Annual report completed in November last year. Feed back has been received from tenants on how to improve next years newsletter and this feedback will be used to make improvements.50 new tenants have now been engaged to actively help shape future housing services</p> <p>Annual Grant to Rural Communities Council to facilitate a P/T community development officer to support community engagement in targeted rural areas</p> <p>Through the use of the new Geographic Information System (GIS) capability currently under development, from April 2011 services will be able to plot service requests across the whole borough against location. It can also be used to identify areas of deprivation/special needs through the use of information from MOSAIC and other data sources. From this it is hoped to be able to identify hotspots of demand within particularly the rural areas to target resources more effectively.</p>	<p>All Parishes</p> <p>All Parishes</p> <p>All Parishes</p>
CP32a - 2.1.2 - The voluntary and community sector is vibrant and Parish Councils, Neighbourhood Forums, Local Development Groups, Local	<p>The Events toolkit has been updated and was re-launched at the Parishes Forum in January 2011, encouraging our communities to offer safe and well managed events.</p> <p>Production of the Events Guide bi-annually, promoting events and activities in</p>	<p>All Parishes</p> <p>All Parishes</p>

<p>Voluntary and Community Groups, Faith Groups, School organisations, Local businesses, Social Enterprises are frontline delivery organisations for strong communities</p>	<p>our rural areas.</p> <p>Supported the Market Bosworth Christmas Lights switch on through publicity, pre-event and on the day support, lights and equipment.</p> <p>All Parishes provided with a £50 contribution towards Christmas 2010 celebrations.</p> <p>Full programme of activities offered through Desford Surestart Children's Centre for families and children 0-11years.</p> <p>Supported delivery of the weekly Walk for Health Scheme across the Borough.</p> <p>The H&B Local Sport Alliance Sports Awards held in February in Desford, 5 awards for volunteers presented recognizing their contribution to sport.</p> <p>Health and Well Being workshops delivered in Bagworth and Thornton in Winter 2010, supported by Active Together and NATs.</p> <p>Assisted sports clubs in our rural areas to achieve clubmark accreditation in 2010. Including Newbold Verdon Cricket Club and Desford Lawn Tennis Club.</p> <p>The Hinckley and Bosworth Arts Network and Creative Hinckley continue to provide support and be representative of Artists and organisations across the</p>	<p>Market Bosworth</p> <p>All Parishes</p> <p>Desford</p> <p>Groby, Ratby, Newbold Verdon, Market Bosworth, Desford</p> <p>All parishes</p> <p>Bagworth, Thornton</p> <p>Desford, Newbold Verdon</p> <p>All parishes</p>
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	<p>whole Borough.</p> <p>Supported financially and with officer time, the community arts festivals in market Bosworth and Burbage.</p> <p>Delivery of the Centre Screen programme across the Borough. Delivery of the Centre Stage productions across the Borough.</p> <p>Parish and Community Initiative Fund – Grants awarded 2010:</p> <ul style="list-style-type: none"> i. Gym trail – Burbage Parish Council (Burbage) Outline:- fitness trail on Brookside recreation ground Recommended grant: £8384 ii. Church door improvements - Burbage Parish Church (Burbage) Outline:- New door to south porch Recommended grant: £1616 iii. BMX track - Groby Parish Council (Groby) Outline:- New BMX track on Marina Park Recommended grant: £10,000 iv. Community hall improvements - Sheepy Memorial hall committee (Sheepy) Outline:- Community hall improvements to toilets Recommended grant: £4753 	<p>Market Bosworth, Burbage</p> <p>Twycross, Sheepy, Desford, Market Bosworth, Barlestone, Botcheston, Stoke Golding, Burbage</p> <p>As detailed.</p>
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	<p>v. Village sign – Desford Parish Council (Desford) Outline:- New village sign in Desford Recommended grant: £2040</p> <p>vi. Bowling green improvements – Desford Bowls Club (Desford) Outline:-replacement bowling green boards Recommended grant: £2315</p> <p>vii. New play equipment - Twycross Parish Council (Twycross) Outline:- New equipment Recommended grant: £7694</p> <p>viii. New play equipment – Markfield Parish Council (Markfield) Outline:- New play equipment Recommended grant: £4526</p> <p>ix. Security improvements – Newbold Verdon Parish Council Outline:- Safety cameras and lighting on Alans Way recreation ground Recommended grant: £2500</p> <p>x. Pavilion improvements – Newbold Verdon Parish Council Outline:- Upgrade to showers and changing rooms on Alans Way recreation ground Recommended grant: £2455</p> <p>xi. Toilet Improvements - Barlestone Baptist church (Barlestone) Outline:- refurbishment of toilet block Recommended grant: £6190</p>	
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	<p>xii. Community hub – Elohim Church (Barlestone) Outline:- toilets for new community facility Recommended grant: £3810</p> <p>xiii. St Peters church improvements – Thornton, Bagworth and Stanton PCC Outline: Improvements to toilets and kitchen Recommended grant: £7250</p> <p>xiv. Play area improvements – Barwell Parish Council Outline:- New equipment on Waterfall way play area Recommended grant: £6090</p> <p>xv. Cemetery Paths – Barwell Parish Council Outline:- Cemetery Paths Improvement Recommended grant: £3000</p> <p>xvi. Improved parish communications - Nailstone Parish Council Outline:- New notice board Recommended grant: £624</p> <p>xvii. Lychgate repairs – Higham Parish Council Outline:- repairs to St Peters church yard entrance Recommended grant: £750</p> <p>xviii. Village Hall improvements – Peckleton Parish Council Outline:- roof repairs Recommended grant: £6813</p>	
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	<p>xix. New Boiler – Ratby Church rooms (Ratby) Outline:- New boiler for heating Recommended grant: £5000</p> <p>Changes for 2011</p> <ol style="list-style-type: none"> 1. Amount allocated to each parish to be increased from £10,000 to £12,000 2. Maximum grant to be increased to 55% of total project cost <p>Participatory Budgeting Scheme: £60,000 allocated to 33 community projects</p>	<p>All Parishes</p> <p>All Parishes</p>
CP32d - 2.5.2 - All sections of the community can, and are actively encouraged to, influence local services	Support the Youth Council in providing activities and opportunities for young people to achieve outcomes for the community. Youth Conference held in October with representation from school councils across the whole Borough. Youth Council also represented at Community Forums.	All Parishes
CP32e - 7.3.2 - Common mechanisms are used to engage and consult with communities and to share information	The New Summer Activities Fund proved a big success. HBBC distributed £1,859 to 10 projects from all corners of the Borough for the delivery of summer holiday activities. This provided communities the opportunity to have a say on what they would like.	All Parishes
CP32f - Improve community empowerment in the borough to ensure that people have a	Open transparent general election process for Bosworth Constituency, ensuring accessibility in the electoral process	Bosworth

voice		
CP32h - Service delivery is informed by customer need/priorities	<p>Gov metric feedback has extended to ask equality questions, in order to determine the customer experience against Equality strands, to ensure our services meet all our customers needs.</p> <p>We now offer up to date data to all departments through CRM to ensure that those who require information in alternative formats are in receipt of them and only need to tell us once</p>	All Parishes
CP33 - Improved customer access points in rural locations based on local community need	<p>Provision of Markfield Sports and Community Centre touchdown point to give people in rural areas additional access to services, satellite site for customer services, internet café enabling the public to access the council's services and information via the intranet. Provision of CAB outreach service</p> <p>Implementation of the Allpay payment solution allowing customers to pay for free at the Post office or any outlet displaying the PayPoint sign, 17 post offices and 23 retail outlets within the Borough including Markfield Community Centre</p>	<p>Markfield and Northern Parishes</p> <p>All Parishes</p>
CP33a - 7.2.2 - Increased coverage of tailored rural transport, including community transport schemes	Provision of community transport within priority neighbourhoods, specifically Bagworth & Thornton, to enable elderly/less mobile members of the community to take part in shopping trips to Hinckley, and access advice and support services located in Hinckley e.g. CAB, Age Concern, etc	Bagworth and Thornton
CP34 - Support residents to help them to remain in their	Introduction of 2 sheltered support staff working across the borough to support sheltered housing tenants and older people living in their own homes	All Parishes

homes	<p>maintain their independence and well being</p> <p>Provision of sheltered housing schemes in rural areas: Ambien Court – Market Bosworth, Mayflower Court – Markfield, Centurian Court – Ratby, St. Giles Close – Barlestone</p>	Market Bosworth, Markfield, Ratby, Barlestone
CP35 - Through homeless prevention work reduce the number of households accepted as homeless	228 cases of homelessness were prevented in first 2 quarters of 2010/11 helping to reduce the use of temporary accommodation and the negative impact of homelessness on households	All Parishes
CP36 - Older people have improved access to advice and information to support their decision-making	<p>Provision of community transport within priority neighbourhoods, specifically Bagworth & Thornton, to enable elderly/less mobile members of the community to take part in shopping trips to Hinckley, and access advice and support services located in Hinckley e.g. CAB, Age Concern, etc</p> <p>Through community house projects and Markfield Community Centre support services provided for older people e.g. direct links with age concern, voluntary action and other agencies who deal with the elderly e.g. PRIDE alarm scheme, safety at home scheme, adult education, healthier life styles, community groups and activities specifically for the</p> <p>Provision of home visits to elderly re claims for housing and council tax</p> <p>Rent collection service available to elderly and infirm tenants</p>	<p>Bagworth and Thornton</p> <p>Markfield and Northern Parishes</p> <p>All Parishes</p> <p>All Parishes</p>
CP36a - provide support and	Supported delivery of the weekly Walk for Health Scheme across the	Groby, Ratby,

facilities for older people	<p>Borough.</p> <p>Establishment of older persons vision and underpinning delivery plan, driven by older persons champion lead member</p> <p>Provision of lifelines from control centres to people in both urban and rural areas</p> <p>Support for the development and delivery of an annual older voices forum and annual over 50's event</p>	<p>Newbold Verdon, Market Bosworth, Desford.</p> <p>All Parishes</p> <p>All Parishes</p> <p>All Parishes</p>
CP36b - Improving the quality of life for older people	<p>Free swimming offered for 60+ at Hinckley Leisure Centre up until 31st April 2010.</p> <p>60+ free swim sessions have been retained and will continue to be offered to all H&B residents with the option to also swim at Leicester City swimming pools.</p>	All Parishes
DECENT WELL MANAGED AND AFFORDABLE HOMES		
CP38 - Improve the quality of residents homes	<p>Section 215 working group combining Planning, Housing and Green Spaces working towards improving empty properties</p> <p>Private Sector Housing: 412 requests period April 2010 – Feb 2011. 108 (26%) related to rural areas</p> <p>Financial assistance disabled grants and assistance for vulnerable people for housing repairs: 128 enquiries April 2010 – Feb 2011: 35 (29%) related to properties in rural areas</p>	<p>All Parishes</p> <p>All Parishes</p>

	70 applications received 7% from properties in rural areas	
	41 financial assistant cases completed, 7% related to properties in rural areas	
CP41 - Provide accommodation which is affordable in the borough	Core Strategy Policy 15: Affordable Housing & Accompanying SPD aim to deliver affordable accommodation across the borough	All Parishes

SCRUTINY COMMISSION – 14 APRIL 2011

REPORT OF COUNCILLOR BRON WITHERFORD
RE: UPDATE ON FUTURE CIVIC FACILITIES

Cllr Mayne and I met with Malcolm Evans to review the more up to date drawings of the new multi purpose facility to be made available in the Hinckley Hub building, formerly the Flude building.

The facility is located on the top floor in the part of the building which runs adjacent to Rugby Road. It is spacious and well lit with ample room to house all the needs of a civic function. The public area is to the rear of the space with two rows of seating at floor level and two further rows rising to the rear. It is separated from the main area by a walkway and baluster rail.

The sample layout showed seating arranged for 40 councillors all at floor level and a further front row facing for the Mayor, Deputy Mayor and Senior Officers. We have asked that this row is slightly raised. This will be accomplished by using a removable structure.

There are ample meeting rooms on the floor below, a members room and leaders room and a larger than anticipated Mayor's Parlour. The lifts give excellent access to all the facilities and there is ample provision made for disabled people and those of limited mobility.

The next meeting will be held when the internal design consultants have their initial design boards ready for further discussion. Suitable furniture will be sourced to ensure that when set out the space will have the "civic feel" necessary to maintain the formality and professionalism of our current Civic Suite.

Background papers: Previous notes of the Civic Facilities Scrutiny Group

Contact: Councillor Bron Witherford, Chair of the Civic Facilities Scrutiny Group



Hinckley & Bosworth
Borough Council

A Borough to be proud of

Overview and Scrutiny

END OF TERM REPORT

2007 – 2011

Incorporating Annual report
May 2010 – April 2011

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FOREWORD by the Scrutiny Chairman and Vice-Chairmen



Councillor M Lay
Chairman of Scrutiny Commission



Councillor Mrs R Camamile
Vice Chairman of Scrutiny
Commission and Chairman of
Council Services Select
Committee



Councillor P Hall
Vice Chairman of Scrutiny
Commission and Chairman of
Finance and Audit Services Select
Committee

Welcome to Hinckley and Bosworth Borough Council's end of term report which encompasses the seventh Overview and Scrutiny Annual Report covering the municipal year 2010-2011. We hope that our report will:

- raise the profile of scrutiny among councillors, officers and the public;
- provide a greater understanding of the role and benefit of scrutiny;
- provide awareness of the role of scrutiny in developing policy and improving performance;
- provide evidence of effective scrutiny of external organisations;
- allow for more effective scrutiny of Executive decisions.

We have an effective overview and scrutiny function that contributes towards the work of the council and its vision. We manage and prioritise the work of overview and scrutiny function through the use of an annual work programme, this also allows the effective 'tracking' of previous decisions. We have received the Forward Plan at each meeting of the Scrutiny Commission, which has assisted us with monitoring the work of the Executive and in many cases has enabled us to be proactive during the policy development stage.

The scrutiny commission continues cross-party working and applies a 'critical friend' approach to scrutiny. An opposition member is chair and has been highly commended by the Centre for Public Scrutiny for his innovative and creative approach to chairing the commission. The Commission has named officer support a dedicated research budget.

We would like to take this opportunity to thank fellow Scrutiny Councillors and Executive members for their support and commitment over the last four years. We would also like to thank officers for their support and hard work. We look forward to building further on our success in the coming year.

Councillor Matthew Lay

Chairman of Scrutiny Commission

Councillor Ruth Camamile

Vice Chairman of Scrutiny Commission and Chairman of Council Services Select Committee

Councillor Peter Hall

Vice Chairman of Scrutiny Commission and Chairman of Finance and Audit Services Select Committee

INTRODUCTION TO THE ROLE OF OVERVIEW AND SCRUTINY

The Role of Overview and Scrutiny

The objectives of the Council's Overview and Scrutiny function are to:

- provide 'critical friend' challenge to the Executive as well as external authorities and agencies;
- reflect the voice and concerns of our public and our communities;
- lead and own the scrutiny process on behalf of the public; and
- make an impact on the delivery of public services.

The above objectives are the "Successful Scrutiny Criteria" adopted as best practice by the Centre for Public Scrutiny and is used to report achievement in this report.

Further details of the role of scrutiny and the terms of reference for the Scrutiny Commission and the Select Committees are contained in Part 2 Article 6 of the Council's Constitution.

The Structure of Overview and Scrutiny

During the last four years, the length of the current Council, the Council appointed a Scrutiny Commission, of 15 non-executive councillors from all political groups.

The Scrutiny Commission was supported in its role by two permanent select committees:

- Council Services; and
- Finance and Audit Services.

The Scrutiny Commission and Select Committees were also supported by working groups/task groups, during the past four years these have included:

- ICT Panel;
- Scrutiny Environment Group;
- Barwell and Earl Shilton Scrutiny Group;
- LDS Scrutiny Group;
- Civic Facilities Scrutiny Group;
- Rural Areas Review group;
- Scrutiny Transport working group;
- Constitution working group;
- Affordable housing working group;
- Housing task group.

OVERVIEW AND SCRUTINY WORK **2010 - 2011**

In November 2005, the Scrutiny Commission reviewed progress of the Overview and Scrutiny Function and in line with best practice, the council's effective scrutiny criteria was refined in line with the principles of Centre for Public Scrutiny's effective scrutiny criteria. We continue to review and improve the scrutiny function to ensure outcomes are achieved and both internal and external scrutiny is effective, a number of workshops have been held during the last four years to offer this challenge.

The following highlights our achievements under each principle across the overview and scrutiny function including the Commission, Select Committees, working groups and panels over the last year.

1. PROVIDE 'CRITICAL FRIEND' CHALLENGE TO THE EXECUTIVE AS WELL AS EXTERNAL AUTHORITIES AND AGENCIES

Our work this year included:

- Monitoring annual and monthly **capital and revenue outturn** reports, the Statement of Accounts and Medium Term Financial Strategy;
- Considering the **General Fund Budget Strategy**, ensuring the Council maintains a strong financial position;
- Reviewing the **Housing Revenue Account Subsidy** and making recommendations
- Monitoring the progress of the **Barwell and Earl Shilton Sustainable Urban Extension**
- Completing the review of the service provided by **Registered Social Landlords**
- Making recommendations regarding the future **ICT arrangements** for councillors
- Reviewing the position of the **Special Expenses Area** and related accounting arrangements
- Reviewing the progress and financial accountability of major projects including the **Atkins development, Hinckley Club for Young People, Greenfields, Bus Station redevelopment** and **Council Offices**
- Approving reports of the **Internal and External Auditors** and recommended action arising

2. REFLECT THE VOICE AND CONCERNS OF OUR PUBLIC AND OUR COMMUNITIES

Our work this year included:

- Monitoring the **Borough Wide Anti Poverty Strategy**
- Monitoring the development of a **Credit Union** for Hinckley & Bosworth
- Concluding a review of **Registered Social Landlords**

- Leading to the reduction in waiting times for **disabled adaptations**
- Continuing as a consultee in **health matters** affecting the residents of the borough as part of PCT consultation processes
- Reviewing the impact of the closure of the cash office and restructuring of **payment options** for payments to the council
- Considering the condition and siting of the **Hansom cab** as a local historic attraction
- Having an input into the **Town Centre Masterplan**
- Considering the implications of the **Localism Bill** on the community.

3. LEAD AND OWN THE SCRUTINY PROCESS ON BEHALF OF THE PUBLIC

Our work this year included:

- Actively managing the Overview and Scrutiny Function **Work Programme**
- Utilising the **research and development** fund of the overview and scrutiny function
- Carrying out a **Rural Areas Review** and setting up a working group to consider requirements in rural areas in light of planning guidelines
- Continuing to act as formal consultee in the **Community Healthcare Review**
- Making recommendations with regard to the implementation of a new **Petitions Scheme**
- Continuing to monitor the performance of the **Community Safety Partnership**
- Reviewing public and green transport in light of the **Local Transport Plan (LTP3)**
- Considering the implications of the **Comprehensive Spending Review**

4. MAKE AN IMPACT ON THE DELIVERY OF PUBLIC SERVICES

Our work this year included:

- Undertaking a focussed and detailed performance **scrutiny of key front line service areas**, including: street cleansing; planning; leisure centre; Environmental Health; planning and enforcement appeals
- Continuing to monitor progress with the development of people management policies and strategies as the Council moves to **Flexible Working**
- Monitoring **sickness absence** leading to a reduction in working days lost through sickness
- Reviewing **Performance against our stated objectives** in the Corporate Performance Plan and against our key Performance Indicators
- Reviewing the process of **developer contributions** to maximise the impact on improving public facilities
- Reviewing the **disabled adaptations** service.

ACHIEVEMENTS OF THE SCRUTINY COMMISSION **2007 – 2011**

Over the past four years during this term of office, the Scrutiny Commission has undertaken several reviews. These included reviews of the Hinckley & Bosworth Community Safety Partnership, Poverty in the Borough, the Local Strategic Partnership, East Midlands Ambulance Service, Concessionary Travel, Out of Hours Healthcare, Registered Social Landlords, Affordable Housing, Winter Gritting and the impact of the LDF in rural areas. In addition to these reviews there have been many examples of pre-decision scrutiny and recommendations arising from scrutiny topics which have been adopted and implemented by the relevant decision making body.

Below are some examples of reviews and recommendations which resulted in tangible outcomes and benefits for the community, and show the success of the Overview & Scrutiny function of Hinckley & Bosworth Borough Council.

Community Safety Partnership

The first review concluded by the Scrutiny Commission in 2007/08 was a review of the Community Safety Partnership following concern regarding the effectiveness and accountability of the partnership. As a result of the review, which led to a change in structure of the Community Safety Partnership, the Partnership developed priority action plans and became one of the best performing partnerships in the county. The Scrutiny Commission continues to monitor the performance of the partnership and makes recommendations where relevant to ensure the safety of residents of the borough and that work towards reducing crime and disorder continues.

East Midlands Ambulance Service (EMAS)

In 2007/08 the Scrutiny Commission expressed concern about the plans of the East Midlands Ambulance Service to reduce the number of ambulances operating in the area. Representatives of EMAS were invited to the Commission as witnesses to discuss these plans.

As a result of these discussions, a closer working relationship between the authority and EMAS ensued, resulting in the reinstatement of one of the ambulances and improved healthcare for the residents in Hinckley & Bosworth.

Creation of an Anti Poverty Strategy for Hinckley & Bosworth

During 2007/08 a review into income poverty in the Borough was commissioned following identification of the possibility that whilst the Borough as a whole was not a 'deprived' area, there were particular pockets of deprivation. The Commission's objective for the review was to improve the quality of life of people living in poverty in the area. An initial report was produced which identified areas and types of deprivation within the Borough.

Following this initial report a stakeholder group was created and over several months and Anti-Poverty Strategy and Action Plan was created. Wider stakeholders were

consulted and had an input into the action plan and the Scrutiny Commission monitored its development and implementation in 2009/10.

The review into income poverty and subsequent creation of the Anti Poverty Strategy is a strong example of how the overview and scrutiny function of the authority has brought about improvements for the community. By identifying pockets of deprivation and causes of poverty and bringing together all sectors to agree the multi-agency strategy and actions, the quality of life of residents of the borough has been improved. In undertaking this work, the Scrutiny Commission has left a lasting legacy which will continue to support the community and address poverty issues, which remains a primary concern in the current economic climate.

Development of a Credit Union for Hinckley & Bosworth

As part of the production of the Anti-Poverty Strategy in 2009/10, the Scrutiny Commission identified the need for financial advice and assistance for those on low incomes, particularly due to the concern that many people were victims of 'loan sharks'. Following research and consideration by the Commission, the authority entered into a partnership with Clockwise Credit Union to provide financial advice and services to residents including bank accounts and low cost, safe loans. Clockwise Credit Union was launched on 23 March 2010.

Clockwise now operates part-time from two locations in the borough – one in Earl Shilton and another in Hinckley, providing a valuable service to the community, based within the communities it serves.

Disabled Adaptations

Following referral from the Council Services Select Committee, in January 2010 the Scrutiny Commission received a report on demand and waiting times for disabled adaptations. In some cases the wait was up to 12 months. The Commission recommended that work and spending be prioritised in order to reduce the waiting list to three months in order to provide a more acceptable service to the public. The recommendations were implemented and partly as a direct result of these recommendations the waiting list for disabled adaptations was reduced entirely within just a few months.

Parish & Community Initiative Fund

Each year the Scrutiny Commission has received information on recommended allocations of the Parish and Community Initiative fund before a decision being made by the Strategic Leadership Board. In 2009/10 the scheme, despite receiving applications for more than the amount of funding available, delivered an underspend. The Commission recommended that the underspend be carried over to 2010/11 as the over-subscription had demonstrated increasing take-up of the funding. This recommendation was subsequently agreed and as a result communities within Hinckley & Bosworth will benefit from the opportunity to bid for more funding for community projects.

SELECT COMMITTEES AND PANELS

COUNCIL SERVICES SELECT COMMITTEE

Over the last four years the Council Services Select Committee has delivered its planned work programme, which has enabled us to successfully follow up our recommendations and track improvements in performance.

We are keen to ensure that the Council's key services, which affect the quality of life of the Borough's residents, are continuing to improve and that an appropriate balance is struck between quality and cost.

Our Achievements over the last four years include:

- Monitoring sickness absence and reviewing the attendance management framework, resulting in a dramatic reduction in the number of days per employee to 7.8 days
- Proactively monitoring and scrutinising the Performance Management Framework
- Receiving front line reports from Streetscene services, Grounds Maintenance, Neighbourhood Wardens, Environmental Health, Housing, Planning, Leisure Centre and Revenues and Benefits
- Actively monitoring performance against the Corporate Objectives contained in the Corporate Plan with regard to Housing
- Reviewing the impact of void council housing and commercial properties;
- Undertaking an annual review of the Children and Young People's Strategy;
- Considering and making recommendations for alternative methods of making payments to the council;
- Referring debate on the waiting lists for disabled adaptations to the Scrutiny Commission, resulting in prioritisation of budgets and reduction in waiting times.

FINANCE AND AUDIT SERVICES SELECT COMMITTEE

Finance and Audit Services Select Committee aims to constructively challenge and investigate the financial stability, probity in corporate governance and full consideration of risks, so that the Council is better placed to face future challenges.

During the last four years the Finance & Audit Services Select Committee has considered and reviewed a number of matters relating to the financial affairs of the Council.

As in previous years the Select Committee has provided “back-bench” input into the major financial processes of the Council considering the following matters:

- Statement of Accounts
- Review of Revenue and Capital Outturn
- Capital Programme
- Revenue Budget
- Council Tax proposals
- External Auditors ISA 260 letter
- Annual Audit and Inspection Letter
- Quarterly Budget Monitoring
- Prudential Indicators and Treasury Management Policy
- Investment Returns
- Internal Audit plan and reports
- Data Quality Assessments
- Risk Management Framework
- Corporate Governance Statement
- Budget adjustments
- Medium Term Financial Strategy

The Select Committee also received copies of all Internal Audit reports and reviewed the level of Internal Control Assurance that could be derived from each area under audit and monitored the recommendations.

The Select Committee also requested a number of reports on specific areas of concern including

FUTURE CHALLENGES FOR OVERVIEW AND SCRUTINY

Changing times

With the move towards community-led scrutiny of local decisions there is a need for public scrutiny to evolve. Engagement with stakeholders, including residents, will be essential in order to ensure accountability for the use of public resources. Whilst the Hinckley & Bosworth Scrutiny Commission has been proactive in undertaking external scrutiny and in consulting communities and other stakeholders in internal scrutiny, actions to engage the public and promote democracy will be key to achieving public accountability.

The Business of Overview and Scrutiny

There are a number of ways through which Overview and Scrutiny can carry out its business, which can be constantly developed and utilised, these include:

- conducting research and other consultation to assist with the analysis of possible options;
- encouraging and enhancing community participation in the development of Council policy; and
- liaising with other organisations operating in the area, to ensure that the interests of local people are enhanced by collaborative working.

Scrutiny is not restricted in the way it carries out the above tasks, it may:

- hold inquiries;
- appoint advisers and assessors;
- make site visits;
- conduct public surveys;
- hold public meetings; and
- commission research.

Call-in

The Council's Executive Portfolio Holders and Chief Officers are required to take decisions based on principles set out in Article 13 of the Council's Constitution. Scrutiny has a role monitoring these decisions and should a scrutiny body or an individual Councillor believe that these principles have not been followed then they have 7 working days from the publication of the decision to "call-in" that decision for further discussion by Scrutiny.

Scrutiny can review the decision, the advice given and the process used for making the decision, e.g. consultation, procedure etc. and if it believes that errors were made in the decision making process it can request that Executive reconsiders the decision or that the decision is considered by full Council.

Councillor Call For Action

This new initiative will enable the Commission to take on individual Ward issues to improve things for the public influencing the Executive and Partners to push solutions.

Overview and Scrutiny and Community Leadership

“Overview and Scrutiny is a key mechanism by which a Council can give life to its Community Leadership role and develop imaginative approaches to the use of the well-being power” (ODPM Development of Overview and Scrutiny in Local Government, September 2002). Scrutiny can engage partners and citizens in the work of the Council and find imaginative ways of researching and consulting.

In addition, Scrutiny is able to use these techniques to monitor and evaluate issues of local concern that fall outside the Council’s powers. There are wide ranging provisions to engage with other public bodies, especially relating to health and public safety but also with the voluntary and private sectors. This power gives scrutiny a unique position in terms of being able to inform policy decisions and co-ordinate partnership working on projects, which are important to the Borough as a whole but responsibility for them falls to a wide range of organisations.

Engaging with the Public

The Overview and Scrutiny function needs to improve its dialogue with the public to ensure that future scrutiny is focussed on the needs and views of the public and that communities feel that they have an input into the scrutiny process.

CONTACTS

Scrutiny Commission, its Panels and Select Committees are directly supported by the Corporate & Customer Resources, Scrutiny & Ethical Standards service, which has responsibility for Scrutiny planning, improvement and research support as well as member development and committee support.

For more information concerning Scrutiny please contact

Louisa Horton
Chief Officer (Corporate & Customer Resources, Scrutiny & Ethical Standards)
Hinckley and Bosworth Borough Council
Council Offices, Argents Mead, Hinckley, Leics. LE10 1BZ
Tel: 01455 255753
Fax: 01455 635692
Email: louisa.horton@hinckley-bosworth.gov.uk

or

Rebecca Owen
Democratic Services Officer
Hinckley and Bosworth Borough Council
Council Offices, Argents Mead, Hinckley, Leics. LE10 1BZ
Tel: 01455 255879
Fax: 01455 635692
Email : rebecca.owen@hinckley-bosworth.gov.uk



Hinckley & Bosworth
Borough Council

A Borough to be proud of

FORWARD PLAN OF EXECUTIVE AND COUNCIL DECISIONS

APRIL – JULY 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) 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) or can be obtained by telephoning 01455 255879, sending a fax to 01455 635692 or emailing 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 APRIL TO 31 JULY 2011

APRIL 2011

No decisions to be taken.

MAY 2011

Details of Decision to be taken (* denotes key decision)	Portfolio/ Service	Decision Maker and Date(s)	Reporting Pathway and Date(s)	Consultees and Consultation Process	Documents to be submitted <i>(Report Author)</i>
VCS Infrastructure Support Services Review	Community Planning	Executive 25 May			Committee Report <i>(Edwina Grant)</i>

JUNE 2011

Details of Decision to be taken (* denotes key decision)	Portfolio/ Service	Decision Maker and Date(s)	Reporting Pathway and Date(s)	Consultees and Consultation Process	Documents to be submitted <i>(Report Author)</i>
Final Accounts	Finance	Council	Finance & Audit Services Committee		Committee Report <i>(Sanjiv Kohli)</i>
Monitoring Officer report	Corporate	Council			Committee Report <i>(Louisa Horton)</i>
Environmental Health Commercial Services - Enforcement Service Delivery Plan 2011/2012	Environmental Heath	Executive			Committee Report <i>(Steven Merry)</i>

Climate Change Adaptation Strategy 2011-14	Environmental Heath	Executive	Scrutiny Environment Group	Internal and external	Committee Report (Jane Neachell)
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JULY 2011

Details of Decision to be taken (* denotes key decision)	Portfolio/ Service	Decision Maker and Date(s)	Reporting Pathway and Date(s)	Consultees and Consultation Process	Documents to be submitted (Report Author)
Leisure Centre Procurement	Community Direction	Council	Executive		Committee Report (Bill Cullen/Simon Jones)

To Be Programmed

Council House future options	Housing / Finance		Scrutiny Commission		Committee Report (Sharon Stacey)
Tenant Consultation Feedback	Housing	Executive	Scrutiny Commission		Committee Report (Sharon Stacey)
Leicestershire Waste Partnership Strategy	Business, Contracts & Streetscene Services				Committee Report & Strategy (Michael Brymer)
Discounted open market sale properties	Planning				Committee Report (Valerie Bunting)

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

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) 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) 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 AND BOSWORTH BOROUGH COUNCIL
COUNCIL SERVICES SELECT COMMITTEE

17 MARCH 2011 AT 6.30 PM

PRESENT: Mrs R Camamile (Chairman)
Mr J C Bown, Mrs A Hall Mr D W Inman Mr K Morrell Mrs J Richards
and Ms B M Witherford

Officers in attendance: Mr S Merry, Mr R Parkinson, Mrs P I Pitt and Mr S Wood.

518 **MINUTES (CSSC21)**

RESOLVED - the minutes of the meeting held on 10 February 2011 were confirmed and signed by the Chairman.

519 **DECLARATIONS OF INTEREST**

No interests were declared at this stage.

520 **REVIEW OF KEY FRONTLINE SERVICES: ENVIRONMENTAL HEALTH (CSSC19)**

The Chief Officer (Environmental Health) and Environmental Services Manager (Commercial) reported jointly on the activities of the Environmental Health Service. In consequence of insufficient resources to complete a full programme of inspections the use of self-assessment questionnaires had continued. Although a return rate of 80% had been reached previously it was anticipated that the service might not reach the intervention target for 2010/11. The national Food Hygiene Rating Scheme had replaced the local 'Scores on Doors' scheme and had the benefit of providing consistency and clarity countrywide, as well as continuing to improve food hygiene standards.

Following the public inquiry into the 2005 outbreak of e.coli Council officers had been reviewing local butchers' handling and hygienic practices and a joint training event had been hosted to inform trade representatives of best practice and the need to establish robust food safety management systems.

So far as the pollution section was concerned a large number of wasp treatments were carried out during last summer, whilst rat treatments (which were currently free) overall had reduced.

Reference was made to the introduction shortly of a microchipping service for animals, the cost of which would be £18 per chip (of which £8 each would be additional income to the Council).

The transfer of responsibility for private shared drainage from houseowners to Severn Trent Water PLC was due to take place in October 2011 and would be a significant change for the public. It was hoped that these new arrangements would receive maximum publicity. Members having commended officers on this report it was

RESOLVED – the report be noted.

521 PROGRAMME FOR KEY FRONTLINE SERVICE – DEVELOPMENT CONTROL AND LOCAL DEVELOPMENT FRAMEWORK (CSSC22)

The Head of Planning gave a brief overview of:-

- Development Control
- Local Development Framework
- Building Control

Reference was made to the staffing situation and to the fact that the Authority continued to be in the top quartile in dealing with planning applications. Appeals performance had improved in terms of a reduction in the proportion of appeals being allowed. Recent contentious appeals fronted by senior officers and relating to development at Earl Shilton and Groby had been won and the enforcement team, with 120 open cases, continued to perform well.

The Affordable Housing Supplementary Planning Document (SPD) and Rural Needs SPD were adopted by Council on 24 February 2011 and Council would be requested on 21 March 2011 to adopt the Hinckley Town Centre Area Action Plan.

Arising from the update on Earl Shilton the Head of Planning indicated that one of his officers would contact Mrs Richards as to the potential numbers of houses which could back on to the bypass and also public toilet provision.

Meetings on the Site Allocations Preferred Options were being arranged with Parish Councils and the Head of Planning explained that the reasons for the submission version of that document not being prepared for consultation until August/September 2012 were because officers were concentrating on the Barwell and Earl Shilton Area Action Plan and in order to minimise conflict and contention regarding the Preferred Options.

The programme of Conservation Area appraisals was on target although the Head of Planning reported that the Conservation Officer would shortly be working for only 3 days per week.

A proposed shared service arrangement for building control with North West Leicestershire District Council was not now going ahead, although the two authorities would continue to have the shared manager.

At this juncture Mr Morrell raised an enforcement issue in his ward and the

Head of Planning undertook to look into this.

522 COUNCIL SERVICES SELECT COMMITTEE – WORK PROGRAMME 2010/11
(CSSC23)

Following Members' consideration of this it was

RESOLVED – the work programme be agreed.

523 DATE OF NEXT MEETING

Members were reminded that this was on Thursday 28 April 2011.

(The meeting closed at 7.48 pm)