

Steve Atkinson MA(Oxon) MBA FIoD FRSA
Chief Executive

Date: 20 July 2011



Hinckley & Bosworth
Borough Council

A Borough to be proud of

To: Members of the Scrutiny Commission

Mr MR Lay (Chairman)
Mr PAS Hall (Vice-Chairman)
Mr C Ladkin (Vice-Chairman)
Mr PR Batty
Mr PS Bessant
Mrs A Hall

Mrs L Hodgkins
Mr DW Inman
Mr K Morrell
Mr K Nichols
Mrs S Sprason
Miss DM Taylor

Copy to all other Members of the Council

(other recipients for information)

Dear Councillor

There will be a meeting of the **SCRUTINY COMMISSION** in the Council Chamber, Council Offices, Hinckley on **THURSDAY, 28 JULY 2011** at **6.30pm** and your attendance is required.

The agenda for the meeting is set out overleaf.

Yours sincerely

Rebecca Owen
Democratic Services Officer

SCRUTINY COMMISSION - 28 JULY 2011

A G E N D A

1. APOLOGIES AND SUBSTITUTIONS

RESOLVED 2. MINUTES

To confirm the minutes of the meeting held on 14 April 2011 attached marked 'SC1'.

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. ENVIRONMENTAL IMPROVEMENT PROGRAMME FOR 2011/12

Report of the Deputy Chief Executive (Community Direction) attached marked 'SC2' (pages 1 - 7).

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

7. CLIMATE CHANGE STRATEGY AND ACTION PLAN 2011-14

Report of the Deputy Chief Executive (Community Direction) attached marked 'SC3' (pages 8 - 46).

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

RESOLVED 8. MEMBERSHIP OF THE SCRUTINY ENVIRONMENT GROUP

To confirm membership of the Scrutiny Environment Group.

9. MEMBERS' ICT UPDATE

Report of the Deputy Chief Executive (Corporate Direction) attached marked 'SC4' (pages 47 - 51).

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

10. CAPITAL PROJECTS

The Commission will receive a presentation on capital projects.

A maximum of 25 minutes has been allocated for this item.

RESOLVED 11. BARWELL & EARL SHILTON SCRUTINY GROUP

To reaffirm the Terms of Reference and consider the future of the Group. Copy of report from July 2008 attached marked 'SC5' (pages 52 - 54).

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

RESOLVED 12. SCRUTINY COMMISSION WORK PROGRAMME 2011-12

To discuss the content of the Commission's 2011-12 work programme following recommendations of the Scrutiny Workshop held on 7 July.

A maximum of 25 minutes has been allocated for this item.

13. FORWARD PLAN OF EXECUTIVE AND COUNCIL DECISIONS

Copy of the Forward Plan for August – November 2011 attached marked 'SC6' (pages 55 - 62).

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

15. MATTERS FROM WHICH THE PUBLIC MAY BE EXCLUDED

To consider the passing of a resolution under Section 100A(4) of the Local Government Act 1972 excluding the public from the undermentioned item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 3, 4 and 10 of Schedule 12A of the 1972 Act.

16. INTERNAL DELIVERY OF THE RESPONSIVE REPAIRS SERVICE

Report of the Chief Officer, Business, Contract & Street Scene Services attached marked 'SC7' (pages 63 - 74).

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

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

14 APRIL 2011 AT 6.30 PM

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

Mrs A Hall, Mr C Ladkin, Mr K Morrell, Mr K Nichols, Mrs S Sprason, Mr BE Sutton and Ms BM Witherford.

Mr Crooks was also in attendance as the relevant Executive Member for items 8 and 10 on the agenda (minutes 559 and 561 refer).

Officers in attendance: Mr S Atkinson, Ms E Grant, Miss L Horton, Ms P Lavender, Miss R Owen, Mrs C Roffey and Mrs S Stacey.

Howard Crane of Community Action Hinckley & Bosworth was in attendance for item 9 on the agenda (minute 560 refers). Inspector Rich Ward, LPU Commander, was in attendance for item 6 (minute 557 refers).

554 **APOLOGIES**

Apologies for absence were submitted on behalf of Messrs Batty, Gould and Inman.

555 **MINUTES (SC78)**

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

RESOLVED – the minutes of the meeting held on 9 March 2011 be confirmed and signed by the Chairman.

556 **DECLARATIONS OF INTEREST**

Mr Ladkin declared a personal interest in report 'SC80' as Treasurer of Community Action Hinckley & Bosworth.

557 **COMMUNITY SAFETY 6-MONTH UPDATE**

Members were provided with an update on the effectiveness of the Community Safety Partnership and on local crime statistics including information on the reduction in antisocial behaviour and the current battle against travelling criminals. Important projects, such as the use of the 637 bus to engage young people, the taxi marshal scheme and the victim support project, were highlighted.

In response to a question about the value of the partnership, Inspector Ward referred to the good relationship between partners, particularly the Borough Council and the Police, and stated that should the partnership no longer be enforced by statute, they would still continue with it as positive outcomes had been achieved through the partnership that would not otherwise have been realised.

Some Members expressed concerns with regard to current issues such as speeding and the use of mobile phones whilst driving and it was noted that a lot of work had been, and would continue to be, undertaken on these issues. Inspector Ward encouraged local initiatives such as community speed watch.

Members welcomed the very positive progress and outcomes reported to them in respect of Community Safety in the Borough in 2010/11

558 CHOICE BASED LETTINGS

Members were provided with a verbal update on the implementation of the Choice Based Lettings scheme. It was reported that the scheme had been successful so far in that many bids for properties had been received, the site had been well used for viewing properties, bidding on them and updating personal details, and those properties that were usually hard to let had received bids.

Members noted the progress made on choice based lettings.

559 PARISH & COMMUNITY INITIATIVE FUND ALLOCATION OF GRANTS FOR 2011/12 (SC79)

Members received a report which outlined the proposals of the assessment panel in relation to allocation of the Parish & Community Initiative Fund. It was reported that the fund had been oversubscribed and allocations had been based on the lowest quoted cost to allow as many applications as possible to be approved.

At this juncture Mr Lay declared a personal interest in this item as Chairman of a parish council which was a proposed recipient of funding.

The Executive Member highlighted the positive aspect of the number of applications received, and that this included smaller parishes. He also thanked Caroline Roffey and her team for processing all of the applications.

With regard to the future management of the fund in light of Participatory Budgeting, it was agreed that if the scheme was continuing to work in the right way for all communities then it would not need to change. However the Chief Executive advised that, should any change be considered appropriate by the Strategic Leadership Board, the Scrutiny Commission would have an input into the proposed changes before they were finalised.

On the motion of Mr Nichols, seconded by Mr Ladkin, it was

RESOLVED – the proposals of the assessment panel be endorsed for approval by the Strategic Leadership Board.

560 VOLUNTARY AND COMMUNITY SECTOR INFRASTRUCTURE SUPPORT SERVICES REVIEW 2010/11 (SC80)

The Scrutiny Commission was informed of the outcomes of the infrastructure support services review 2010/11 which had been commissioned in autumn 2010 to assess the effectiveness of the new arrangements.

Howard Crane, representing Community Action Hinckley and Bosworth, reported that the infrastructure had been found to be working less well than had been anticipated, which had led to a decision to consider the merits of setting up a regeneration and social enterprise organisation, enabling the facility to bid for funding and service delivery contracts and therefore creating a sustainable model going forward. Help in setting this up would be received from Voluntary Action LeicesterShire and it was hoped that Transition funding would be received for the project.

RESOLVED – the intention to apply for Transition Funding be supported.

561 RURAL AREAS REVIEW – ANNUAL REPORT (SC81)

The Scrutiny Commission was informed of the outcomes of the annual rural areas review 2010/11. Members discussed the Parish Forum and the need to review the Parish Forum meetings as, whilst they were well supported and attended, they had become very busy meetings and had the potential to lose some of the objectives of the forum. Concern was also expressed by some Members that the Council Chamber was too formal a venue for the meetings and also that it would be more appropriate to hold them in different venues in the rural area.

RESOLVED – the good progress on service delivery within rural locations in 2010/11 be noted and a fresh approach to delivery of the Parish Forum in future be endorsed.

562 UPDATE ON FUTURE CIVIC FACILITIES (SC82)

Councillor Bron Witherford presented a report following a meeting about civic facilities in the new Council Offices. It was reported that the facilities would be multi-functional, there were “ample” meetings rooms, lifts and disabled access. She agreed to report back following receipt of design proposals.

Members welcomed the positive progress report.

563 OVERVIEW & SCRUTINY DRAFT ANNUAL REPORT 2010/11 AND END OF TERM REPORT 2007-2011 (SC83)

The Chairman of the Scrutiny Commission presented the draft Overview & Scrutiny End of Term report 2007-2011 which incorporated the draft 2010/11 Annual report, stating that he was proud of the work and achievements of the Overview & Scrutiny function. He highlighted some key reviews that had been undertaken over the four years including the review of the Community Safety Partnership and Income Poverty. Successes with regard to reducing the waiting time for disabled adaptations were also acknowledged. All Members involved in the Overview and Scrutiny function including panels and working groups were thanked, along with the Executive Members for their support. The Chairman also thanked officers for their support.

Mrs Camamile as Vice-Chairman thanked Mr Lay on behalf of Members for his hard work and dedication as Chairman of the Commission. Members agreed that the Overview & Scrutiny function had been impartial, pragmatic and effective and hoped that the culture and ethos of the work would continue into the future with the new Council.

RESOLVED – the draft End of Term and Annual report be endorsed and RECOMMENDED to Council for approval.

564 FORWARD PLAN OF EXECUTIVE AND COUNCIL DECISIONS (SC84)

Members received the Forward Plan of Executive and Council decisions.

RESOLVED – the Forward Plan be noted.

565 MINUTES OF SELECT COMMITTEES AND WORKING GROUPS

The minutes of the Council Services Select Committee on 17 March 2011 were received and noted.

(The meeting closed at 8.05 pm)

SCRUTINY COMMISSION – 28 JULY 2011

REPORT OF DEPUTY CHIEF EXECUTIVE (COMMUNITY DIRECTION)
RE: ENVIRONMENTAL IMPROVEMENT PROGRAMME FOR 20011/12

1. PURPOSE OF REPORT

1.1 This report is to outline the Environmental Improvement Programme for 2011/12

2. RECOMMENDATION

2.1 The Scrutiny Commission is asked to agree the enhancement schemes comprising Appendix 1 to be implemented in the financial year 2011/12 as the Environmental Improvement Programme.

2.2 The Scrutiny Commission is asked to endorse a supplementary request of £2,742 which is to be met from additional external contributions.

3. BACKGROUND TO THE REPORT

ENVIRONMENTAL IMPROVEMENT PROGRAMME 20011/12

3.1 For 2011/12 Council agreed in February capital expenditure of £50,000 of which £15,000 was funded from contributions. If the Borough Council's applications for grant aid are successful and landowners agree to make financial contributions towards projects, as anticipated, it will be possible to finance the 13 schemes identified in Appendix 1 which will result in projects costing £52,742 being implemented at a net cost to this Authority of £34,937.

3.2 This years programme aims to continue the practise to implement schemes identified in the Authority's Conservation Area Management Plan Reviews. To date, all of the conservation areas have been reviewed with the exception of the Burbage and Hinckley Conservation Areas that are to be completed this financial year 2011/12. A couple of enhancement schemes are the continuation of projects undertaken in last years programme at Desford and Markfield. This years proposal to sign several conservation areas will complete the signing of all the Borough's conservation areas.

3.3 A briefing report outlining the progress made on the 2010/11 programme has been placed on the Borough Council's Intranet Site.

GUIDELINES FOR PRIORITISING SCHEMES

3.4 The agreed guidelines approved by members for prioritising schemes are set out below:

- (a) Implement schemes identified in the Authority's Conservation Area Management Plan Reviews,

- (b) Schemes that generate significant amounts of external funding, or be supported by partnerships involving private sector funding,
- (c) Complete or complement schemes undertaken in previous years' programmes
- (d) Contribute to the Strategic objectives of the Local Authority to provide an attractive environment.
- (e) Be implemented on publicly owned or publicly accessible land
- (f) Be in areas which have not yet benefited significantly in previous years' programmes
- (g) Voluntary organisations are given priority for undertaking appropriate projects providing the work meets the selection guidelines outlined in sub paragraphs (a) to (f).

4. **FINANCIAL IMPLICATIONS (CB)**

- 4.1 On 24th February 2011 Council approved a net budget of £35,000 for 2011/12. (Expenditure of £50,000 of which £15,000 is to be externally funded). Based on the schemes presented in appendix 1 the council would be incurring additional costs of £2,742 but this would be met from additional external contributions.
- 4.2 In accordance with Financial Procedure rules the Chief Executive, Deputy Chief Executive (Community Direction) or the Deputy Chief Executive (Corporate Direction) would need to approve a supplementary budget of £2,742. However, the additional expenditure will be met from external resources.

5. **LEGAL IMPLICATIONS (AB)**

- 5.1 None raised directly by this report

6. **CORPORATE PLAN IMPLICATIONS**

- 6.1 This report contributes to the following Strategic Aims and Objectives of the Council

Strategic Aim – Proud of our achievements for the Community

Strategic Objective – Secure a healthy, safe, respectful and attractive environment

- 6.2 The report also contributes towards the Community Plan Objective of:

'Protecting our environment, relevant aims, heritage - protecting and enhancing the Borough's heritage'.

7. **CONSULTATION**

7.1 Consultations will take place on each project on an individual officer basis with parish councils and other interested parties.

8. **RISK IMPLICATIONS**

8.1 There are no significant risks associated with this report.

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

9.1 Projects put forward in the Environmental Improvement Programme are generally spread over the whole of the Borough and includes the rural area.

10. **CORPORATE IMPLICATIONS**

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

- Community Safety Implications – Yes, Improving lighting and the environment will contribute reducing the fear of crime and disorder
- Environmental Implications – Yes, Protecting and enhancing the Borough's Heritage
- ICT Implications – None directly arising from this report
- Asset Management Implications – None directly arising from this report
- Human Resources Implications – None directly arising from this report

Contact Officer:

Alan Davies, Project Manager ext. 5916

APPENDIX 1 : SCHEMES PROGRAMMED FOR IMPLEMENTATION 2001/12

| Ref No | Location Ward/Parish | Member/ Parish Council Suggestion | Scheme identified in Conservation Area Management Plan | Scheme | Remarks | Estimated Cost of Project | Gross Cost to HBBC | Anticipated External Contributions | Net Cost to HBBC |
|--------|------------------------------------|-----------------------------------|--|--|---|---------------------------|--------------------|------------------------------------|------------------|
| 0/1 | Boroughwide Project | | | Financial contributions in the Borough's conservation areas towards the rebuilding/provision of new stone walls/iron railings, the re-roofing of properties with traditional materials and the reinstatement of chimney stacks and pots. | This project is proving very successful in helping to retain / provide traditional features in the Borough's conservation areas. | £6,000 | £6,000 | £3,000 | £3,000 |
| 0/2 | Conservation Areas | | Yes | Installation of conservation area plaques in the Hinckley Town Centre, Barwell, Earl Shilton, Burbage, Orton on the Hill, Osbaston and Ashby Canal conservation areas. | This will finish the signing of all the Authority's conservation areas | £2,400 | £2,400 | | £2,400 |
| 0/3 | Ashby Canal | | Yes | Refurbishment of Bridge 31 | The bridges on the Ashby Canal are important traditional features many of which are in poor structural condition due to poor maintenance over many years and are in danger of being lost. Bridge 31 has partially been rebuilt and it is proposed to complete the project this year. This is a joint scheme with British Waterways in which this Authority will purchase the materials and BW provide the labour. | | | | £2,000 |
| 3/1 | King Street, Barwell | | Yes | Construction of brick wall or railings fronting the Konfidence Works car park , removal of weeds and re-surfacing car park in stone. | This project will improve the appearance of the Arthur Street Conservation Area which in recent years has become run down due to lack of investment. | £3,000 | £3,000 | £1,500 | £1,500 |
| 5/1 | Rectory Lane | | Yes | Removal of ivy from boundary wall | The tall boundary walls on Rectory Lane are a traditional village feature. The wall in question on the north side of Rectory Lane is obscured by ivy and probably damaging the wall. Some section of the wall therefore might require re-pointing | £1,000 | £1,000 | | £1,000 |
| 7/1 | Desford Conservation Area | | Yes | Installation of 6 heritage street lights within the Desford Conservation Area | Proposed to replace six existing lights with Heritage Lights. Continuation of last years scheme. | £15,400 | £15,400 | £9,000.00 | £6,400 |
| 11/1 | Queens Park , Hinckley | Yes | | Installation of two heritage street lights fronting Queens Park | Proposed to replace two more existing lights with Heritage Lighting. This is a continuation of last years project to install two heritage lights on Queen's Park Terrace. | £5,082 | £5,082 | £1,200 | £3,882 |
| 11/2 | Netherley Court, Hinckley | Yes | | Planting of trees and hedge along the boundary of Council Depot. | The depot is visually prominent when viewed from Netherley Court and the proposal will help to screen unattractive views into the depot. | £650 | £650 | | £650 |
| 11/3 | Wykin Village Green | Yes | | Restoration and re-siting of iron gate on Wykin Village Green. The gate was made by the local artist, Arthur Tomlin, to commemorate the Queen's Silver Jubilee. | North Warwickshire & Hinckley College has informed the Borough Council that it cannot now restore the gate and gate piers. The restoration work will therefore need to be carried out by a metal fabricator or possibly by a local school as a project. | £1,000 | £1,000 | | £1,000 |
| 12/1 | 24-30 Park Street, Market Bosworth | | Yes | Re-surfacing of tarmacadam area fronting 24-30 Park Street with cobble stones and blue Victorian diamond pattern pavers | This is an unsightly area that would benefit by being re-surfaced in traditional materials. | £4,000 | £4,000 | £2,000 | £2,000 |
| 12/2 | 12_14 Sutton Lane, Market Bosworth | | Yes | Removal of steps and re-surfacing of embankment at the side of a raised pavement with cobble stones. | The crazy pavement fronting the raised footpath is visually poor. The steps are in a dangerous condition. | £2,400 | £2,400 | £1,200 | £1,200 |
| 13/1 | Conservation Area, Markfield | Yes | Yes | Installation of 14 heritage street nameplates throughout the Markfield Conservation Area. | This is a continuation of last years project to install heritage street nameplates. | £2,310 | £2,310 | £1,155 | £1,155 |
| 13/2 | The Green, Markfield | Yes | Yes | Provision of traditional water pump on The Green together with information sign | The pump is to be located at the site of a well on the open space that was previously known as The Sawpit. | £1,500 | £1,500 | £750 | £750 |
| | | | | Project Manager's costs | | £8,000 | £8,000 | | £8,000 |

| Ref No | Location Ward/Parish | Member/ Parish Council Suggestion | Scheme identified in Conservation Area Management Plan | Scheme | Remarks | Estimated Cost of Project | Gross Cost to HBBC | Anticipated External Contributions | Net Cost to HBBC |
|--------------------------|-------------------------|--|--|--------|---------|---------------------------------|-----------------------|--|---------------------|
| TOTAL EXPENDITURE | | | | | | £52,742 | £52,742 | £19,805 | £34,937 |

APPENDIX 2 : RESERVED SCHEMES

| Ref No | Location / Parish | Ward | Member/ Parish Council Suggestion | Scheme | Remarks |
|--------|---|------|--|---|---|
| 2/2 | Spinney, centre of Barlestone | | Yes | Open up area to public with provision of lighting | The Parish Council is hoping to lease the spinney and open it up to the public. The spinney will need some clearance of undergrowth and provision of lighting. The scheme likely to be financed from Section 106 receipts |
| 4/3 | Cedar Lawn, Church Street, Burbage | | | Installation of iron railings fronting premises | Project to replace iron railings that were removed during the war. Within Burbage Conservation Area |
| 4/4 | St. Catherine's Churchyard, Burbage | | | Installation of heritage lighting columns | Scheme has been designed by LCC. Within Burbage Conservation Area |
| 4/5 | Constitutional Club, Church Street, Burbage | | | Enhancement scheme | Scheme involves hardsurfacing to frontage of club and installation of iron railings. Possibility scheme could be partially financed from external funding. Within Burbage Conservation Area |
| 4/6 | The Horsepool, Burbage | | | Installation of heritage lighting columns | Scheme has been designed by LCC. Within Burbage Conservation Area |
| 5/1 | Cadeby Conservation Area | | | Installation of heritage lighting columns | Scheme is to replace some of the existing street lights in the Cadeby Conservation Area with heritage lights |
| 5/2 | Rectory Lane, Cadeby | | | Clearing of ivy and the repointing | Project involves the removal of ivy and undergrowth and the repointing of a traditional brick wall where necessary. Within Cadeby Conservation Area |
| 7/1 | Fronting Blue Bell Inn Car Park, Desford | | | Rebuilding of existing block wall in stone. | Provision of stone wall will visually improve area opposite Grade II* listed manor house located in Desford Conservation Area. Will require discussions with landowner/brewery. |

| | | | | |
|-----|--------------------------|-----|---|---|
| 8/1 | Hall Field, Earl Shilton | Yes | Provision of street lighting across the Hall Field. | Provision of street lighting along this footpath link would benefit public safety. External funding might be forthcoming. |
|-----|--------------------------|-----|---|---|

| Ref No | Location / Parish | Ward | Member/ Parish Council Suggestion | Scheme | Remarks |
|--------|--|------|-----------------------------------|---|---|
| 9/1 | 24-28 Ratby Road, Groby | | | Enhancement scheme fronting shops with disabled access | Expensive scheme which will require substantial external funding |
| 9/2 | Disused railway line, Groby | | | Footpath/cycleway link from Markfield Road to Groby Pool car park | To be implemented as a Leicester Urban Fringe Countryside Management Project when land has been acquired by LCC |
| 9/3 | Stamford Arms Second Car Park, Ratby Road, Groby | | | Replace brick wall with stone wall. | Within Groby Conservation Area. Scheme requires agreement of brewery |
| 9/4 | Parish Church, Markfield Road, Groby | | | Repairs to churchyard wall | Section of churchyard retaining wall has calapsed |
| 11/1 | Baines Lane, Hinckley (DeMontfort Ward) | | | Resurface Baines Lane | Suggestion from Unitarian Chapel to resurface adopted highway. Expensive scheme that needs to be designed. |
| 11/2 | South side of Coventry Road, Hinckley (Clarendon Ward) | | Yes | Landscaping along highway verge | LCC will not sanction tree planting in the Hinckley Area at present due to insufficient funds in its maintenance budget for work on trees. The County Council, however, is giving consideration to the introduction of a commuted payments policy to help pay for the first five years maintenance period |
| 11/3 | Junction of Druid Street / Wells Lane, Hinckley | | | Enhancement scheme on small area of unkempt land | Proposed to resurface land and perhaps provide feature (inside Druid Quarter). Will require landowner's consent. |

| Ref No | Location / Parish | Ward | Member/ Parish Council Suggestion | Scheme | Remarks |
|--------|--|------|-----------------------------------|---|---|
| 12/6 | Land fronting 24-30 Park Road, Market Bosworth | | | Re-surfacing area fronting dwellings with granite sets. | Scheme will help break up large expanse of tarmacadam fronting attractive cottages. Need to consult owners of properties affected by proposal. |
| 12/7 | Dixie Arms car park, Park Road, Market Bosworth | | | Building of brick wall along back edge of footpath. | Proposed brick wall will visually help enclosure on Park Road and restrict views into pub car park. Will require discussing with landowner/brewery. |
| 16/1 | Osbaston Hall | | | Conservation work to ice house and construction of public access | Within Osbaston Conservation Area. Owner is prepared to allow public access |
| 19/1 | Shackerstone Conservation Area | | | Installation of heritage lighting columns | Scheme to replace existing street lights with heritage lights |
| 20/1 | Sibson Conservation Area | | Yes | Installation of heritage lighting columns | Scheme to replace existing street lights in the vicinity of Long Row with heritage lights |
| 23/1 | Railway bridge off Shenton Lane, In Sutton Cheney Parish | | | Refurbishment of former railway bridge that spans the Ashby canal | Within Ashby Canal Conservation Area. Scheme not yet designed or costed. No pressing need to implement scheme. |
| Ref No | Location / Parish | Ward | Member/ Parish Council Suggestion | Scheme | Remarks |

| | | | | |
|------|---|--|--|--|
| 23/2 | Opposite Whitemoors Picnic Site, Mill Lane, Shenton | | Provision of hedgerow fronting carriageway | Possible contribution from County Council |
| 24/1 | Twycross Conservation Area | | Installation of heritage lighting columns | Scheme to replace existing street lights around The Green with heritage lights |
| 25/1 | Riverside, Witherley | | Installation of heritage lighting columns | Scheme to replace existing street lights with heritage lights |

SCRUTINY COMMISSION – 28 JULY 2011

REPORT OF DEPUTY CHIEF EXECUTIVE (COMMUNITY DIRECTION)

RE: CLIMATE CHANGE STRATEGY AND ACTION PLAN 2011-14

1. PURPOSE OF REPORT

To consider the draft Climate Change Strategy and Action Plan 2011-14 which demonstrates the Council's approach to addressing the mitigation and adaptation of the possible effects of climate change. This is a refresh of the existing Strategy 2008-11.

2. RECOMMENDATION

- 2.1 That the Scrutiny Commission endorses the recommendation for Executive to agree the Climate Change Strategy and Action Plan 2011-2014.

3. BACKGROUND TO THE REPORT

- 3.1 Climate Change continues to be a national issue and local authorities have a key role in promoting actions to reduce the likelihood of significant changes in climate through reducing the impacts of its activities and those across its area. Hinckley & Bosworth BC needs to continue to plan ahead in minimising the effects changes in climate will have on its operations and the community. In this rapidly changing area, determining how much a single local authority is able to influence these changes is a balance of political will and available resources against all the other pressing issues including economic downturns and financial constraint. It is however planning ahead for not just for the current generation but future ones.

- 3.2 Further to the report to Executive on 23rd March 2011 the Strategy and Action Plan has been consulted widely including consideration by the Scrutiny Environment Group. Five responses have been received and incorporated within the strategy where possible and the Action Plan is ready for agreement by the Scrutiny Commission. One internal response was received referring to actions to encompass new developments and updates in planning situations. Four external replies supported strengthening partnerships with the community in tackling climate change actions. These ranged from raising awareness by focussing on positive opportunities fitting in with what people value – health, community, money – to not depending upon windfarms “to supply the most expensive form of renewable energy which the consumer cannot afford”.

4. FINANCIAL IMPLICATIONS(CB)

All the financial implications arising from the strategy are currently not quantifiable. Many of the required actions arising from the action plan will be achieved through existing budgets. If implications arise after budgets have been set these will have to be reported and approved at the appropriate level in accordance with the Council's Financial Procedure Rules.

5. **LEGAL IMPLICATIONS[AB]**

None arising from this report

6. **CORPORATE PLAN IMPLICATIONS**

The Strategy and Action Plan will assist the Council in its aim to achieve a Cleaner and Greener Neighbourhood through the outcome of a Borough that minimises its impact on the environment. One of the Corporate Plan targets is to reduce CO2 levels from Council operations by 7.81% between 2009 and 2011.

7. **CONSULTATION**

Consultation has been carried out through the Scrutiny Environment Group. Further consultation in line with the Communication and Consultation Strategy will follow this report before returning to Executive.

8. **RISK IMPLICATIONS**

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

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

The following significant risks associated with this report / decisions were identified from this assessment:

| Management of Significant (Net Red) Risks | | |
|--|--|---------------|
| Risk Description | Mitigating actions | Owner |
| Not refreshing the Climate Change Strategy could result in not meeting HBBC's obligations in committing to signing the Nottingham Declaration on Climate Change. | Implement the Climate Change Strategy. | Rob Parkinson |
| Reputation to be the significant risk along with failure to continue to reporting a reduction in carbon dioxide emissions. | Delivery of Strategy through adopted Action Plan | Rob Parkinson |

Opportunities:

High Gold - Significant contribution to delivering of:

a Cleaner and Greener Neighbourhood through the outcome of a Borough that minimises its impact on the environment.

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

Consultation will assist in identifying the rural implications of implementing climate change measures. Fluvial flooding is of particular concern to certain

of the rural areas. Changes in climate will have additional impacts on the elderly and disabled who will find adaptation more difficult.

10. **CORPORATE IMPLICATIONS**

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

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

The management of all the Council's activities need to assess the contribution towards greenhouse gas reduction and the identified adaptations needed to services to react to the effects of climate change over the short term (e.g. flooding events) and long term significant changes in temperature. (e.g. warmer summers changing grounds maintenance schedules).

Background Papers: Climate Change Strategy and Climate Change Action
 Plan 2011-2014

Contact Officer: Rob Parkinson Chief Officer (Environmental Health) ext 5641
 Jane Neachell Environmental Coordinator 5968

HINCKLEY AND BOSWORTH BOROUGH COUNCIL

CLIMATE CHANGE STRATEGY 2011-2014

GLOSSARY AND INFORMATION

Adaptation

Greenhouse gases take a long time to disappear once they have been emitted into the atmosphere. Carbon dioxide may take up to 100 years. In such circumstances some change in climate is inevitable even if we succeed in reducing future emissions. This may lead to wetter, milder winters and drier, hotter summers. We will be at risk from heavy rainfall, heat waves, and gales including very high winds. Preparing for these changing conditions is termed "adaptation".

Carbon dioxide

Almost the Earth's entire atmosphere (99%) is made up of nitrogen (about 78%) and oxygen (about 21%). While both of these gases play important roles in the vast number of processes which support life on Earth, they play almost no part in regulating the climate. This is carried out by some of the trace gases in the remaining 1% of the atmosphere which occur in relatively small amounts: carbon dioxide, methane, nitrous oxide, ozone, water vapour and halocarbons. Carbon dioxide (CO₂) is evident as a result of burning anything containing carbon. As a result of the population's increase in burning carbon-rich compounds when driving cars, travelling in aircraft, industrial power plants and in heating homes, the level of carbon dioxide has dramatically increased.

Climate

Climate is the combination of all the elements of weather in a particular place. Some places have particular types of weather at specific times of the year. For example the tropical monsoon climate areas in South East Asia will experience dissimilar wet and dry seasons which are as a result of temperature differences between the land and the sea. The prevailing winds reverse their direction twice a year to produce this effect.

In Britain our climate has changeable weather at all times of the year.

Climate change

Climate change is the long-term alteration in global weather patterns, especially increases in temperature and storm activity, regarded as a potential consequence of the greenhouse effect.

Environmental Management

HBBC has an informal internal environmental management system which will be operated along the lines of ISO14001 but without certification. HBBC will aspire to continuously improve its environmental performance through this system and will audit to ISO 14001 guidelines.

Fossil Fuels

Fossil fuels including coal, gas and oil are so called because they have been formed from the organic remains of prehistoric plants and animals. At the present time they provide about 66% of the world's electrical power and 95% of the world's total energy demands (including heating, transport, electricity generation and other uses).

Fuel poverty

In this country the definition of fuel poverty is said to be a situation when a household needs to spend more than 10% of its income on total fuel use. This definition, however, does not take account of the amount that the household actually spends on fuel, nor how much is left to spend on fuel once all the other essential household costs have been calculated. Fuel poverty is not just about access to heating as the definition of fuel is taken to include all expenditure on domestic energy, including that used for hot water, lights and appliances.

Greenhouse effect

The term "Greenhouse Effect" is commonly used to describe the increase in the Earth's average temperature that has been recorded over the past 100 years. The Earth receives its life sustaining warmth from the Sun. On its way to the Earth's surface most of the heat energy passes through the Earth's atmosphere, while a smaller proportion is reflected back into space. The energy warms the Earth's surface and, as the temperature increases, the Earth radiates heat energy (infrared energy) back into the atmosphere. As this energy has a different wavelength to that coming from the Sun, some is absorbed by gases in the atmosphere. An increase in greenhouse gases in the atmosphere enhances the atmosphere's ability to trap heat, which leads to an increase in the average surface temperature of the Earth.

Kyoto Protocol

The Kyoto Protocol is a protocol to the United Nations Framework Convention on Climate Change (UNFCCC or FCCC), aimed at fighting global warming. The UNFCCC is an international environmental treaty with the goal of achieving stabilisation of greenhouse gas concentrations in the atmosphere at a level that would prevent dangerous man-made interference with the climate system. Under Protocol 37, many countries including the UK committed themselves to a reduction of four greenhouse gases (GHG) (carbon dioxide, methane, nitrous oxide, sulphur hexafluoride) and two groups of gases (hydrofluorocarbons and perfluorocarbons) produced by them, and all member countries give general commitments. These countries also agreed to reduce their collective greenhouse gas emissions by 5.2% from the 1990 level. Emission limits do not include emissions by international aviation and shipping, but are in addition to the industrial gases, chlorofluorocarbons, or CFCs, which are dealt with under the 1987 Montreal Protocol on Substances that Deplete the Ozone Layer.

Methane

Methane (CH₄) is a greenhouse gas released by the decomposition of organic materials in the absence of air. It is 21 times more damaging than carbon dioxide.

Mitigation

This refers to the action that is taken to reduce greenhouse gas emissions and tackle climate change, thereby limiting the most severe impacts.

Nottingham Declaration

The Nottingham Declaration on Climate Change requires local authorities to work with the community to tackle climate change at local level. By signing the Declaration, local authorities commit themselves to implementing a Climate Change Strategy and Action Plan. This involves cutting carbon emissions and instigating measures that help others to do the same. The Declaration is the most widely recognised policy statement on the subject. Hinckley and Bosworth Borough Council signed the Declaration in 2004 and reaffirmed its commitment on the 28th November 2006 by signing the Nottingham Declaration 2 requiring the Authority to prepare a Climate Change Action Plan. The East Midlands Region is the first in the UK to sign up to all local authorities in a region.

Ozone Layer

The ozone layer is a thin layer of ozone gas (O₃) in the stratosphere that absorbs damaging ultraviolet (UVB) radiation from the sun. Some of the chlorofluorocarbons (CFCs) used in industry and domestic appliances (especially refrigerators) are capable of destroying ozone if they are released into the atmosphere. Thinning of the ozone layer has no direct impact on the greenhouse effect, but it may increase the effects of harmful radiation on plants that absorb carbon dioxide. It will also increase the incidence of skin cancers. The ozone-destroying CFCs also act as greenhouse gases.

Sustainability/Sustainable Development

Sustainability began with the 1987 publication of the World Commission on Environment and Development Report "Our Common Future", also known as the Brundtland Report, (named after Gro Harland Brundtland, the Norwegian politician who chaired the committee). This document defined sustainable development as "development that meets the need of the present without compromising the ability of future generations to meet their own needs".

This means effective protection of the environment, prudent use of natural resources and recognising the needs of everyone. Living sustainably will mitigate climate change and contribute to the adaptation to change likely to occur.

Weather

The weather is the state of the atmosphere at any given time i.e. sunny, raining, foggy or snowing.

INTRODUCTION

Climate Change is probably the most serious environmental challenge facing the planet. Valid scientific evidence is accumulating that indicates it is the activities of humans, accelerating the release of gases into the atmosphere, which is contributing to this situation.

By publishing this Strategy and Action Plan, Hinckley and Bosworth Borough Council fully acknowledges its responsibility in contributing towards these emissions. We publicly declare the commitment to achieve a significant reduction in greenhouse gas emissions from our own authority's operations particularly energy sourcing and use, travel and transport, waste production and disposal and the purchasing of goods and services.

Although the Council has an important role in influencing its partners, we cannot achieve an overall reduction on our own. We will, therefore, encourage all sectors in the local community including businesses to take the opportunity to reduce their contribution of greenhouse gas emissions. Progress can only be made towards overcoming the threats associated with global climate change if every individual is made aware and plays a part by reducing their own contribution.

This Strategy aims to raise awareness of the issues surrounding climate change and how it will affect the Borough in years to come if we do not tackle the causes. The accompanying Action Plan forms the second of a series of three-year plans to help move us towards the long term goals. The present document is therefore intended to set out these goals and also to plan action in the Borough through to 2014.

The Kyoto agreement created a target of a 12.5% reduction in greenhouse gas emissions by 2012. The UK has committed to far exceed this agreement and aim for a 20% cut in greenhouse gas emissions by 2010 and 80% by 2050. However at present the UK is now exceeding the 1990 levels of carbon dioxide by over 5% therefore leading to an even greater challenge for us all.

It is however suggested by the New Local Government Network (who promote the modernisation of Local Government) that if the right strategic choices are made now, Local Government has the potential to reach the government's 80% carbon dioxide (CO₂) reduction by 2025, 25 years early; therefore suggesting that the scale of the challenge is not only large, but immediate. The Intergovernmental Panel on Climate Change (IPCC) state that the world has a window of opportunity over the next 10 to 15 years in which global measures must be put in place, where carbon emissions will be allowed to peak, and then start to decline. Therefore all local authorities will be faced with today's climate change mitigation challenge as well as tomorrow's adaptation challenge.

The MAIN OBJECTIVES of this strategy are to:

- 1. raise awareness of the potential impact of climate change across the Borough**
- 2. reduce greenhouse gas emissions through energy conservation and use of renewable energy, and to reduce water use in the Council's corporate activities**
- 3. propose measures to help prevent the causes of climate change by aiming to reduce carbon dioxide (CO₂) emissions from activities in the Borough using the Council's power and influence with other organisations**

4. **encourage everyone in the Borough, individuals, organisations and businesses to take measures to adapt to the predicted effects of climate change**
5. **reduce CO₂ emissions as a result of energy efficiency measures implemented to alleviate fuel poverty within the Borough.**

The Council has already declared its commitment to confronting climate change by:

- signing the Nottingham Declaration on Climate Change
- signing up to the Leicestershire Waste Management Strategy
- developing a Carbon Management Plan
- introducing a Sustainable Purchasing Strategy
- introducing a Green Travel Plan

CLIMATE CHANGE CONTEXT

Climate change is already here and is most noticeable in the extremes of weather experienced not only in the UK but across the globe. Our planet is warming. In 2001 climate change experts concluded that global temperatures have increased more than 0.8°C since 1900. Here in the UK, 4 out of the 5 hottest years in the 330-year Central England temperature record occurred in the last 10 years

The industrial revolution of the 1800s saw a spectacular increase in the use of fossil fuels. Coal provided the source of energy to fire processes at first but later oil and gas. These are all fossil fuels and as a result there has been a massive 30% increase in the levels of carbon dioxide, as well as other greenhouse gases, in the atmosphere. If we continue to burn fossil fuels at current rates, an increase of up to 6°C in average global temperature is predicted within the next century. This is an increase of temperature at a scale and speed without precedent in the last 10,000 years of Earth's history, and its consequences for human civilisation will be immense.

The planet has enjoyed a remarkably stable climate for the past 10,000 years. Previously man existed as a hunter-gatherer being unable to establish settlements due to a fluctuating and harsh climate. As the climate stabilised, cities were established, cultures flourished and human civilization thrived. The planet's steady climate is taken for granted yet the world's population's reliance on a stable climate is fundamental to everything about the structure of our modern society.

The danger facing the global society today is that global warming due to human activities may be too fast to allow humans, and other species, to adapt to its detrimental impacts. In addition, we may be creating a situation where climatic reactions may become non-linear through complex feedback processes, producing an inhospitable Earth where humans are unable to survive.

“Climate Change is an avoidable catastrophe” ...

In October 2006, Sir Nicholas Stern, Head of the Government Economic Service and Adviser to the United Kingdom government on the economics of climate change and development, made this statement in The Review Report on the Economics of Climate Change. It discussed the effect of climate change and global warming on the world economy. It was not the first economic report on global warming but its significance is as the largest and most widely known and discussed report of its kind.

The Earth's climate varies naturally as a result of interactions between the ocean and the atmosphere, changes in the Earth's orbit, fluctuations in energy received from the sun and volcanic eruptions. The main human influence on global climate, however, is likely to be emissions of greenhouse gases such as carbon dioxide (CO₂) and methane. At present, about 6.5 billion tonnes of CO₂ is emitted globally each year, mostly through burning coal, oil and gas for energy.

Government Action

In October 2008 the government created a new department devoted to actions on Climate Change – the Department of Energy and Climate Change – comprising the Climate Change Group previously in the Department for Environment, Food and Rural Affairs (DEFRA) and the Energy Group previously in the Department for Business, Enterprise and Regulatory Reform.

The Climate Change Programme, published in 2006, sets out the policies and priorities for action in the UK and internationally. It also made a commitment to introduce an annual report to Parliament. Subsequently, the Climate Change and Sustainable Energy Act 2006 placed an obligation to report to Parliament on greenhouse gas emissions in the UK and action taken by Government to reduce these emissions.

Several government initiatives have been introduced including the Carbon Reduction Commitment. This is a mandatory cap and trade scheme that applies to large non-energy organisations in the public and private sectors, including local authorities, that have mandatory half-hourly metered electricity consumption greater than 6000 MWh per year. This applies to emissions from direct energy use as well as purchased electricity. As HBBC falls outside this remit, it is not required to register at present.

Local Action

HBBC is a member of CLIMA, the Countywide Climate Change group comprising district council officers with responsibility for climate change and carbon management. CLIMA has a direct input into the Environment Hub of the commissioning structure.

What are the implications?

The Earth's surface temperature has already increased by 0.8⁰C. This seems a small rise until it is linked to the significant changes apparent around the planet.

The climate refers to weather patterns experienced over a long period of time.

“Climate change is the long-term change in climate and is usually used in the context of man-made climate change” (Meteorological Office: “Together We Can Make a Difference”. 2007).

The polar ice caps are melting and now scientists are predicting that ice melt from small glaciers and the “calving” of icebergs into the ocean will account for 60% of all sea-level

rise due to this reason. This calculation does not include the expansion of warming ocean water, which could double the estimate.

Weather patterns across the globe are becoming increasingly unpredictable and violent, and the species interactions that hold our planet's life-supporting ecosystems together are becoming progressively more disconnected.

At present global warming can be linked to human activities in burning fossil fuels and releasing carbon dioxide into the atmosphere. It is possible, however, that this will lead to climatic feedbacks or the resulting effects of global warming will either promote or inhibit further effects. For example, as the Earth's surface warms and the Arctic permafrost melts, billions of tonnes of carbon dioxide and methane currently trapped in frozen peat bogs will be released. These will contribute to the levels of carbon dioxide and methane already in the atmosphere.

Further warming may occur due to the Earth having less snow cover to reflect back the Sun's rays which instead will be absorbed by the surface. Warming will therefore take place at higher altitudes.

Why are greenhouse gases important?

Carbon dioxide, water vapour and methane form a natural blanket of air around the Earth. The burning of fossil fuels (oil, gas and coal) and also deforestation has led to a massive increase in the amount of carbon dioxide released into the atmosphere. Larger quantities of other greenhouse gases, such as methane and nitrous oxide are also being released.

The earth's surface is heated by the sun. As it warms up, it reflects heat back into the atmosphere.

About 70% of the sun's energy is radiated back into space but greenhouse gases, which warm the atmosphere and reflect heat back down to Earth, trap some of the infrared radiation.

As a result of the greenhouse effect, the earth is kept warm enough to make life possible. Increased emissions of greenhouse gases are disturbing the balance of this complex system causing global warming.

Greenhouse gases occur naturally in the atmosphere but some, for example fluorocarbons or CFCs, are industrially manufactured.

Carbon Dioxide

Carbon dioxide is currently responsible for 60% of the "enhanced" greenhouse effect. The Earth's 4.6 billion year geological history shows that it has probably been in the atmosphere in greater proportions (8%) than today. Most carbon dioxide was removed as organisms evolved photosynthesis, securing it as carbonate minerals, oil shale and coal in the Earth's crust when the organisms died.

Natural sources, mainly the decay of plants, volcanic eruptions and waste products from animal respiration are responsible for carbon dioxide in the atmosphere. Photosynthesis and becoming dissolved in water, particularly on the surface of oceans, remove it. A balance is maintained between photosynthesis and respiration and decay. It is this balance which is being overridden by the excess of carbon dioxide entering the atmosphere from human use of fossil fuels which happens when we run vehicles (petrol, diesel and kerosene), heat homes, businesses and power factories. Deforestation

releases the carbon stored in trees and also results in less carbon dioxide being removed from the atmosphere.

The concentration of carbon dioxide in the atmosphere has increased by 30% since the Industrial Revolution particularly in the northern hemisphere where more fossil fuel is burned. It is predicted that this will reach a level of 60% by 2100 but it could be as early as 2045 if action is not taken quickly.

Methane

Even though it occurs in lower concentrations than carbon dioxide, methane produces 21 times as much warming as carbon dioxide and accounts for 20% of the greenhouse effect. Present concentrations of methane are nearly three times higher than several hundred years ago. Today, more than 60% of the atmospheric methane comes from human activities including growing cattle and rice agriculture, coal mining, natural gas usage, and biomass burning. It is also generated when disposing of waste into landfill by bacteria that break down the organic material.

Methane remains in the atmosphere for up to 12 years which is less than most other greenhouse gases and is removed through a natural process to form water. Normally this would be a balanced equation.

Although there is now two and a half times more methane in the atmosphere than prior to the Industrial Revolution, when the rise began more prominent. Without further technical knowledge, the balance of the equation will be disturbed and further rises will probably occur.

Nitrous oxide

Although there is less than one-thousandth the amount of nitrous oxide in the atmosphere as carbon dioxide, it is 200 to 300 times more efficient at trapping heat and can remain for up to 150 years. The nitrous oxide produced today could still be trapping heat in 2150. Levels have increased by 16% in the last 300 years.

Plants trap nitrogen from the air. Soil micro-organisms remove this nitrogen from the soil and it is released back to the atmosphere. This process produces nitrous oxide. The oceans and burning fossil fuels and wood release other nitrous oxide, however, the main contributor is thought to be the human use of nitrogen fertilizers.

Halocarbons

Chlorofluorocarbons (CFC) are man-made compounds containing chlorine, fluorine and carbon not found anywhere in nature. The production of CFCs began in the 1930s for the purpose of propellants and refrigerants. These are industrially produced and hardly ever occur naturally. Chlorofluorocarbons (CFCs) are well known through their use as propellants in spray cans and as refrigerants during the 1970s but tended to be substituted for others Hydrochlorofluorocarbons (HCFCs) and hydrofluorocarbons (HFCs) after many countries signed the Montreal Protocol limiting their use in 1987.

How will we be affected by Climate Change

The UK Climate Impacts Programme Report 2008 has stated that the Central England Temperature (CET) has risen 1°C since 1980 with 2006 being the warmest on record

(The Climate of the United Kingdom and Recent Trends. 2007). This rise is a more rapid rise than that of the global average land-surface temperature over the same period.

The CET is the longest continuous temperature record in existence (Manley, 1974) beginning in 1659. Since 1960, data collection has been adjusted to allow for any effects of warming due to the expansion of local built-up areas.

In particular, the years 2006 and 2007 have seen a number of records broken:

- July 2006 was the warmest month since observations began with a mean temperature of 19.7°C
- September 2006 was the warmest September since observations began
- Autumn 2006 was the warmest Autumn since observations began
- April 2007 was the warmest April since observations began
- The 12-month period ending in April 2007 was the warmest such period on record

Several studies¹ have shown that these data cannot be attributed to natural climate factors, which would have in fact led to a cooling in recent decades, but is constant with the increase in greenhouse gases. The conclusion is human activities together with more man-made greenhouse gases is the likely cause of the temperature rise. Another natural effect is the fast rise in temperature of the North Atlantic Ocean (Parker et al 2008 & Baines and Folland 2007).

What will Climate Change mean for us?

In the East Midlands all areas of daily life could be affected and already our own Borough has experienced high winds, fallen trees and localised flooding. Extreme events such as these are expected to become more frequent.

Everyone needs to become involved in tackling Climate Change and its resulting effects. Hinckley and Bosworth Borough Council has been working with all its partners including the local community to produce a Community Plan for the Borough with aims such as reducing emissions of greenhouse gases as a priority. The Climate Change Strategy will contribute to the Community Plan by communicating with local people helping them to reduce their carbon footprint.

This strategy sets out a range of actions that aim to tackle climate change and its effects on our Borough, helping us to adapt to a very great challenge.

1. (Karoly & Stott 2006) (Sexton et al 2004)

Strategy Area 1: Communication and Education

Individuals and communities may feel powerless to act on global issues such as climate change, seemingly too large to tackle. However, quality of life locally could be improved by small, simple measures taken collectively making a large difference to communities. Individuals need to be encouraged to feel that they have a role to play and how they may benefit from taking small steps to achieve large targets.

This first strategic area is the most important in that Hinckley and Bosworth Borough Council cannot tackle climate change without the collective help of everyone in the Borough. It sets out to engage the community and business sectors in positive action on climate change by promoting and explaining the Council's aims in reducing carbon dioxide emissions – why we need to do this. There is also a need to educate people to equate their own behaviour with being part of the problem.

Raising awareness will be achieved by various methods – engaging people face to face, electronically through the internet, the media and running campaigns. This will not be enough, however, as readily available updated information must be provided to enable people to reduce their carbon footprint.

Education aims at a more profound, long-term change in habits particularly in young people. Learning in a formal manner and setting transmits more understanding of the issues surrounding sustainability and climate change.

HBBC is proud to support 15 schools on the Eco Schools Green Flag Award. The Eco-Schools programme enables schools to mainstream learning about sustainable development issues and sustainable practices into everyday school life. It is an international award programme that guides schools on their sustainable journey, providing a framework to help embed these principles into the heart of school life.

All Members of the Council's Scrutiny Environment Group will act as champions in their relative fields to encourage others to contribute to the actions in the Strategy.

Case Study 1: HBBC contributes to the Big Switch Off Campaign

The Big Switch Off is a countrywide campaign encouraging businesses, schools and the community to switch off all unnecessary electrical equipment – particularly those machines which are normally left on “standby”. Energy Efficiency and conservation are the easiest steps anyone can take to reduce their impact on climate change and save money, an amazing £740,000,000 per year in electricity is wasted in UK homes by leaving appliances on standby. Whether motivated for environmental or financial reasons, switching off electronic equipment perpetually on “standby” is the easiest way to reduce carbon dioxide emissions.

Big Switch Off week in Leicestershire has run in the second week of October for the last three years. In partnership with Hinckley & Bosworth BC, the campaign is delivered by Blaby District Council, Charnwood Borough Council, Harborough District Council, Melton Borough Council, North West Leicestershire District Council, Oadby and Wigston Borough Council, Leicester City Council, Leicestershire County Council and Rutland County Council. Also providing support is Groundwork Leicester and Leicestershire, and Leicestershire and Rutland Rural Community Council.

Case Study 2: Eco Schools Green Flag Award

HBBC is proud to support 15 schools on the Eco Schools Green Flag Award. Eco-Schools enables schools to mainstream learning about sustainable development issues including climate change and sustainable practices into everyday school life. It is an international award programme that guides schools on their sustainable journey, providing a framework to help embed these principles into the heart of school life.

The children involved in Eco Schools Award inevitably take home to their families the information and experiences they acquire and parents are often involved with their children's projects. Communications on climate change are conveyed between the school and the wider community and are spread in this way.

| Strategy Area | Action Number | DCD/ ¹ | Objective number | Action | Outcome / positive impact on performance |
|-----------------------------|---------------|-------------------|------------------|--|---|
| Communication and Education | CE1 | DC | 1, 3, 4 | Publish 2011-2014 Climate Change Strategy and Action Plan | Engagement with the community and organisations promoting and publicising the need to reduce carbon emissions . |
| | CE2 | Infl | 1, 4 | Promote adaptation guidance to property owners and householders, businesses and industry | Raising awareness to risks from flooding, summer heatwaves, higher average temperatures, and water availability |
| | CE3 | Infl | 1, 3, 4 | Ensure HBBC's partners demonstrate good practice in both mitigation and adaption at their own properties | Influence and increase contributions towards action programmes |
| | CE4 | DC | 1,3 | Member and Staff Environmental Training | Reduce CO ₂ emissions from corporate operations |

¹ Actions and Targets which are under Council **Direct Control** or **Influence**

Strategy Area 2: Energy

There is a worldwide need to reduce the amount of energy consumed, and everybody has their part to play, whether in industry, transport, business, construction and at home. Nearly all of the UK's electrical power, and our gas supplies, come from fossil fuels, much of which has to be imported. Once they have been used these fossil fuels are gone forever. If more energy is used today, then there is less left for the future and when energy is used unnecessarily, for example leaving appliances on "Standby", the stock of fossil fuels dwindles more quickly.

Consuming less energy, by being more efficient in the way it is used, will naturally save stocks for the future and, at the same time, be financially beneficial and reduce pollution and CO₂ emissions. Government policies, strategies, campaigns and technological fixes, however, on their own are no substitute for individual actions. Collectively, simple actions by each person to save energy can have just as much impact as the high profile initiatives. Campaigns are only effective if individuals take positive actions as a direct result of campaign activities.

The UK's buildings are responsible for almost half of the UK's energy consumption and carbon emissions. Managing the consumption of energy for lighting, space heating and cooling, hot water supply, cooking, and the use of these buildings are maintained offers the largest potential for energy efficiency.

The main Council Offices and satellite buildings have Display Energy Certificates¹ which detail their energy efficiency rating. Half hourly data monitoring equipment on electricity, gas and water enabling tight monitoring of usage to identify potential savings will be installed at the main offices, depot and leisure centre. Campaigns to reduce utility usage will form an important part of the strategy to reduce emissions.

During 2008 voltage optimisation equipment was installed at the Leisure Centre on some lighting circuits to reduce consumption.

Renewable Fuels

Hinckley & Bosworth Borough Council is promoting the use of renewable fuels in order to cut CO₂ emissions in the Borough. Wind energy alone can supply up to 20 per cent of the energy needs in the UK and costs. If just 10 per cent of the UK's buildings were covered with solar panels, the energy produced could meet the country's peak electricity demand.

Energy is wasted between the power station and every building supplied in the form of heat – as much again as is needed to provide heating and hot water. This could be remedied by the installation of Combined Heat and Power (CHP) units that generates electricity while it is firing. Analysis of micro CHP markets suggests that the UK is the most viable in Europe, due to the number of existing boiler systems, access to gas networks, and housing stock that has limited potential for further energy efficiency improvement. As the technology introduces new opportunities for energy efficiency, it also meets many of the key government objectives. Micro CHP effectively increases the diversity of generation without increasing gas consumption and has no issues concerning planning consent, network infrastructure, etc.

¹ Display Energy Certificates provide information to visitors about the energy performance of these buildings. This raises awareness of energy use in our public buildings and allows public authorities to show, over time, the benefit of the measures they are implementing to reduce their environmental impact.

Fuel Poverty

In winter, the weather conditions can be such that homes, even with good insulation, cannot maintain adequate warmth for healthy living. Many low-income households have difficulties finding sufficient funds to pay for all the fuel they need. Households in this situation and spending 10% or more of their income are said to be in fuel poverty. Fuel poor households are most likely to be affected by cold related health conditions, as many often have to choose between good diet and adequate warmth for health.

Fuel poverty can affect households of any age. However, individuals most sensitive to the effect of cold are the very young, the old and individuals with existing medical conditions. Young children and the elderly have less ability to control their body temperature. People with medical conditions such as high blood pressure, heart disorder, respiratory disorder etc are also more vulnerable to cold and its effects on the human body.

Council owned properties all have an average Standard Assessment Performance SAP rating of 66.6 (2005):

All council dwellings have a loft insulation of 200mm

- All properties that require cavity fill insulation have had this work carried out.
- 90 properties have had external thermal rendering applied being of an external solid brick construction: Henry St, Gwendoline Avenue, Beryl Avenue
- 98% of council dwellings have double glazed windows. The remaining 2% have single glazing in uPVC frames and are included in replacement project to have D/G installed.
- Since 2005 HBBC has replaced 500 boilers with SEDBUK rated A condensing boilers and is continuing this trend replacing on average 100 per year.
- Over 95% of HBBC stock has uPVC double glazed external doors
- A ground source heat pump has been installed at one of HBBC council properties - 5 Church Walk, Shakerstone

The Private Sector Housing Team at HBBC targets householders in fuel poverty promoting schemes which offer grants for roof and cavity wall insulation. They also work in conjunction with Private Sector landlords. Tenants on qualifying benefits should be able to get works carried out under the Carbon Emissions Reduction Target Scheme with the landlords consent.

Grants are available for works to remedy Category 1 hazards under the Housing, Health and Safety Rating System (HHSRS) introduced in the Housing Act 2004. The HHSRS aims to provide a method which enables risks from hazards to health and safety in dwellings to be removed or minimised. It assesses 29 categories of housing hazard and a score for each calculated. The scores are divided into 10 hazard bands, A to J, with Band A being the most serious. Bands A to C risk are termed Category 1 hazards.

Case Study 1: Warm Front Top Up Assistance

Warm Front is a national scheme operated on behalf of the government by the Warm Front Team of Carillion. It provides grants to home-owners and private tenants to make their homes warmer, healthier and more energy efficient. Eligible works include the installation of insulation and heating measures (i.e. central for the first time or replacement of a defective boiler).

The maximum grant available through the Warm Front scheme is £3,500 for gas (or £6,000 for oil installations). However in some instances the cost of the works exceeds the maximum value of the grant awarded and Warm Front applicants are asked to pay the shortfall and this is where Hinckley & Bosworth Borough Council plays its part.

As Warm Front applicants must be in receipt of a designated income or disability benefit, they are quite often unable to fund the shortfall and are unable to proceed with the required work. Warm Front Top Up Assistance is available from Hinckley & Bosworth Borough Council to pay this contribution.

Case Study 2: HBBC Home Insulation Scheme

With the demise of the Decent Homes Project, HBBC has been promoting a discounted scheme which allows householders to have cavity and loft insulation installed from £99 each. There are also discounts on new boilers and solar electric and water heating installations.

| Strategy Area | Action No | DCD/I ¹ | Objective number | Action | Outcome / positive impact on performance |
|---------------|-----------|--------------------|------------------|--|---|
| Energy | E1 | Infl | 2, 5 | From 2010 new private homes to be built to Code Level 3 and public homes to be Code Level 4 in accordance with the Code for Sustainable Homes ² . | Reduce CO ₂ emissions from housing sector (NI 186) |
| | E2 | Infl | 2, 5 | From 2013 all private homes to be built to Code Level 4 and public 6 in accordance with the Code for Sustainable Homes. | Reduce CO ₂ emissions from housing sector (NI 186) |
| | E3 | Infl | 2 | Of new heated commercial buildings, 50% must achieve at least a "D" Asset Rating using the Simplified Building Energy Model calculation | Reduce CO ₂ emissions from commercial buildings (NI 186) |
| | E4 | Infl | 3, 5 | Liaise with Register Social | Reduce CO ₂ emissions from |

| | | | | | |
|--|----|------|------|--|--|
| | | | | Landlords and facilitate energy efficiency and renewable energy work with Housing Associations with achieving a target of Code Level 3 | commercial buildings (NI 186) Increase take-up of existing central government grant schemes for in-house renewable energy |
| | E5 | Infl | 1, 3 | Communicate local priorities associated with energy efficiencies and new energy technologies | Reduce CO ₂ emissions from housing and commercial buildings |
| | E6 | DC | 2 | Any new corporate building to be BREEAM Very Good standard or above | Reduce CO ₂ emissions from housing and commercial buildings |

¹ Actions and Targets which are under Council **Direct Control** or **Influence**

² The Code for Sustainable Homes is an environmental impact rating system for housing in England and Wales, setting standards for energy efficiency and sustainability which are not mandatory under current building regulations but represent important developments towards limiting the environmental impact of housing.

Strategy Area 3: Resource Efficiency

HBBC has implemented its Purchasing and Environmental Policies to source goods and services with a reduced impact on climate change. The Climate Change Action Plan includes activities that achieve a reduction in greenhouse gas emissions from operations and reduces waste and consumption of scarce resources.

By taking a “whole life” approach to the cost of goods i.e. from the need to buy, through the initial purchase price, any maintenance or revenue costs, to waste and disposal. Consideration is given to contracting suppliers who are concerned about their own environmental performance and who are able to demonstrate policies and procedures to address environmental issues. Awareness of recognised environmental standards labelling e.g. Forest Stewardship Council timber products is of importance. The optimisation of environmental and social benefits is at the core of procurement decisions in accordance with the principle of value for money and our relevant policies.

The introduction in 2007 of the Local Government Sustainable Procurement Strategy in 2007 with a major shift in the way the public sector buys goods and services, signing up to a range of measures designed to achieve the sustainable buying of a wide variety of products.

Case Study: Green Purchasing Guide

The HBBC Green Purchasing Guide introduced in 2008 provides information on the Issues and Good Practice for making the decision on potential purchases based on Reduce, Reuse and Recycle. As well as the selection criteria using Life Cycle Analysis, issues and good practice are considered together with relevant “confidence” labelling

| Strategy Area | Action No | DCD/I ¹ | Objective number | Action | Outcome / positive impact on performance |
|---------------------|-----------|--------------------|------------------|--|---|
| Resource efficiency | RE1 | DC | 2 | Review the Green Purchasing Guide by October 2011 | Reduce impact on the environment |
| | RE2 | DC | 2 | Procure 30% of the Council's energy from renewable sources (to include CHP) as part of the energy contract | Reduce CO2 emissions from corporate operations |
| | RE3 | Infl | 2 | HBBC contracts to specify sustainable products/materials to be used wherever possible | Reduce levels of the use of materials harmful to the environment and raise awareness of sustainability issues |
| | RE4 | DC | 2 | Review and implement Paper Purchasing Policy in accordance with the Green Purchasing Guide | Reduce use of natural resources and levels of the use of materials harmful to the environment |

¹ Actions and Targets which are under Council **Direct Control** or **Influence**

Strategic Area 4: Waste Management

Waste is what we throw away because we no longer want or need something. In Hinckley, households produced approximately 42,000 tonnes of household waste during 2008/2009. That's almost a tonne from every house in the borough, or 0.4 tonnes for everyone living here. Compare this to the total for the United Kingdom as a whole – 25 million tonnes or 0.5 tonnes per household and it soon becomes apparent why landfill sites are filling up very quickly. In fact they will run out very shortly.

Although households are not responsible for the majority of waste on a national basis it does pose a major problem because of the high organic (derived from a carbon basis) content.

Landfilling the 68% biodegradable element of this waste produces methane gas which is 21 times more harmful than carbon dioxide in trapping heat in the Earth's atmosphere. For each tonne of biodegradable material – paper, cardboard, food, garden and textile waste sent to landfill it is estimated that between 200m³ and 300m³ of greenhouse gas is produced, contributing to global warming. Although some landfill sites utilize the trapped methane gas as a fuel source, usually only about 40% recovery is possible.

The other aspect of waste is that we are using up the planet's valuable, and finite, natural resources most of which cannot be replaced. Many such resources are now running out. Much of the waste we dispose of is manufactured as a result of mining, logging, quarrying and other industrial processes. This requires energy from fossil fuels and more to transport them across the globe – releasing carbon dioxide and pollutants.

Being a responsible “sustainable” society requires that natural resources must be left for future generations to use. The challenge is therefore to reduce what we need, reuse what we buy and, as a last resort, recycle before an item becomes waste and is thrown away.

Hinckley & Bosworth residents have provided the Council with one of the most successful recycling and composting levels in the UK at 49%. More than 11000 tonnes of garden waste and cardboard were collected for composting and over 9,000 tonnes of glass, paper, cans, textiles and plastic were collected for recycling. The amount of household waste produced is still increasing every year.

Leicestershire's local authorities, the seven District and Borough councils and the County Council, aim to progress sustainable waste management in the County, through joint working and co-operation. It proposes moving away from landfilling of wastes to increased levels of recycling and reuse coupled with education in waste minimisation and introduced sustainable waste management practices in the County, covering the period between 2006 and 2020. The Leicestershire Municipal Waste Management Strategy was adopted in 2006 providing the partners with a framework to enable them to meet targets up to 2020 and beyond:

- Reduce residual municipal waste to 395Kg per capita per year by 2007/08
- Reduce residual municipal waste to 325Kg per capita per year by 2010/11
- Reduce residual municipal waste to 310Kg per capita per year by 2015/16
- Reduce residual municipal waste to 295Kg per capita per year by 2019/20

Case Study: Recycling on the Go

A new scheme has been launched to make it easier for shoppers and visitors to 'Recycle on the Go'.

Around 20 specialised 'on street' recycling bins have been installed in busy shopping areas and some popular visitor sites in the borough. The special bins are purpose-built to make it easy for users to recycle everyday items such as plastic drinks bottles, drinks cans and newspapers.

These items have often been discarded as litter, rather than recycled, because of a lack of convenient recycling facilities, but the new bins will solve this problem.

The recycling bins are much smaller than the 'banks' in place at traditional recycling sites, and are designed with a 'street setting' very much in mind. Individual compartments in each bin allow plastic bottles, cans and paper to be collected separately, greatly reducing the possibility of contamination.

In addition, most of the bins are equipped with a separate litter compartment and a separate cigarette bin.

| Strategy Area | Action No | DCD/I ¹ | Objective number | Action | Outcome / positive impact on performance |
|------------------|-----------|--------------------|------------------|--|--|
| Waste management | WM1 | Infl | 3 | Contribute to and adopt the Leicestershire Municipal Waste Management Strategy and targets | Maximise the management of waste in accordance with the Waste Hierarchy (mitigation) Reduce per capita residual waste going to landfill |
| | WM2 | Infl | 3 | Reduce residual municipal waste to 310Kg per capita per year by 2015/16 | Reduce CO2 emissions from landfill |
| | WM3 | Infl | 2 | Meet the Waste Minimisation targets of: recycling or composting 58% of municipal waste by 2017 | Increase the amount of waste per capita which is reused recycled composted or treated by anaerobic digestion. Reduce per capital residual waste going to landfill |

| | | | | | |
|--|-----|----|---|---|-----------------------|
| | WM4 | DC | 1 | Quantify the greenhouse gas benefits of diversion from landfill due to waste minimization and recycling and publicise the information | Reduce CO2 per capita |
|--|-----|----|---|---|-----------------------|

¹ Actions and Targets which are under Council **Direct Control** or **Influence**

Strategy Area 5: Flooding and water shortage impacts

(i) Flood mitigation

In 2007 serious flooding occurred throughout the UK causing extensive damage and disruption. One of the primary causes was due to drains being overwhelmed and unable to take the runoff of the amount of water flowing into them. The effects of climate change are likely to mean that this kind of heavy localised rainfall (and flooding) will occur more often in the future.

HBBC is aware of the risk to the District that may arise due to the increase in sharp heavy bursts or prolonged rainfall attributable to climate change. Water issues are also linked to other themes in this strategy e.g. energy requirements and planning.

Many streams and natural drainage ditches are now culverts and flow through large pipes underground. During high rainfall some of the culverts have insufficient capacity to take the flow and flooding results. Localised flooding can also be as a result of watercourses overflowing their banks or because heavy rainfall cannot drain away sufficiently quickly from blocked drains or a trough in the ground.

Reducing the number of impermeable paved areas in a development will lower the amount of surface water runoff. This can be achieved through lower density housing, increased use of green spaces and, by ensuring the enforcement of the amendment to Permitted Development rights for householders regarding the restriction on paving of front gardens which came into force on the 1st October 2008.

In addition to flooding, pollution is a problem in urban areas. The pollution is dispersed across the catchment area generally from human activities e.g. litter or trade effluent. Rainwater mobilises debris from surfaces such as car parks, roofs, and yard areas and carries it into water courses causing blockages.

Such areas exist in the Hinckley and Bosworth area and the Council has been involved either in mitigation actions or discussions with appropriate agencies e.g. Severn Trent Water and the Environment Agency.

In partnership with Oadby & Wigston and Blaby Borough Councils, HBBC commissioned a Joint Strategic Flood Risk Assessment in order to provide an assessment of flood risk to identify sites at risk from flooding due to rivers, streams, or other sources using existing information. The November 2007 Report provides information of any areas at risk from flooding in order that appropriate management plans may be drawn up, so that the risk can be taken into account when development areas are identified and to determine the capacity required for Emergency Plans.

HBBC is promoting the application of Sustainable Urban Drainage Schemes (SUDS) which manage the storage, dispersal and gradual run off of surface water and has produced guidance for developers. SUDS work by providing storage or flow reduction and by making use of the natural process of sedimentation, filtration and biodegradation to remove pollutants. SUDS can additionally become an environmental feature improving wildlife habitat in urban areas.

(ii) Flood adaptation

Adapting to the potential of flooding will require awareness of the issues of continued climate change. By working with our partners directly involved with flooding such as Severn Trent Water and the Environment Agency and the public agencies e.g. health,

policing and safety etc. through the Local Strategic Partnership the risks can be evaluated. Measures already being addressed include identifying areas in the Borough at risk from flooding, Flood Plans for communities at risk from river flooding and through the planning system making recommendations to adapt in terms of potential development e.g. lower density housing and increased use of green spaces.

In conjunction with climate change communication and education, individual property owners and householders in general can be made aware of the risks.

(iii) Water Usage and Drought

Increasing demands on essential water resources combined with changing rainfall patterns as a result of climate change mean that efficient use of available resources is essential. Water use itself also produces greenhouse gas emissions that contribute to climate change. These come from the water industry, primarily from treating and supplying water and disposing of wastewater, and from water use more widely.

The Environment Agency has the task of planning for water use in England and Wales. The East Midlands Water Resources Strategy reflects the fact that the region is one of the driest parts of the UK (with annual average totals in places being less than 600 mms) and that climate change studies suggest summers could become drier and winters wetter. There are pressures on water environment from continued economic growth, new housing development, irrigation of crops, as well as the potential future impacts of climate change.

The largest use of water is for public supply. Over 1150 million litres of water per day (Ml/d) are abstracted for public supplies in the East Midlands. Household use accounts for about half of this. Severn Trent Water estimates that approximately 1% of tap water is actually drunk – 33% is flushed down the toilet while a further 29% is used for bathing, washing machines and dishwashers.

The 25 year strategy recommends that future developments in the East Midlands should recognise the limited availability of water and incorporate efficiency measures and sustainable drainage systems at the planning stage. The timing and location of new development must respect water resources and environmental constraints. Planners should seek to ensure that development is sustainable, both in terms of water demand (water efficient devices and rainwater harvesting), water abstraction, treatment and supply, and water disposal (sewerage and sustainable urban drainage systems). Water efficiency measures are generally much cheaper to incorporate at the planning stage rather than retrofitting.

The Environment Agency has designated both Severn Trent Water and Anglian Water areas as being areas of serious water stress.

The Environment Agency's Planning Liaison Team for Leicestershire and Rutland recommends that all new developments take water saving measures such as installing water efficient fittings.

Water meters tend to reduce the average water use within a household by 10% and are fitted free of charge by the water provider.

Water butts and whole building rainwater harvesting systems collect rainfall and store it to be reused at a later date reducing demand and the risk of localized flooding.

Case Study: HBBC Guidance on Sustainable Urban Drainage Systems (SUDS) on New Development

Conventional surface drainage for developments is generally linked into existing provision for off-site water removal, often taking insufficient account of dispersal rates into the river system. New buildings mean more roofs and paved area which, in isolation, would not seem to have a large effect on water run-off. Linked together, however, at some stage a level will be reached that exceeds the capacity of a river system to capture further water. The resultant risk is that the receiving river will flood causing damage to the wider area, often many miles downstream giving rise to severe and concentrated pollution of the water environment, threatening ecological systems and water abstraction for drinking purposes.

SUDS work by providing storage or flow reduction and by making use of the natural process of sedimentation, filtration and biodegradation to remove pollutants. SUDS can additionally become an environmental feature improving wildlife habitat in urban areas.

The HBBC Guidance document, read and applied with in conjunction with planning policy, will expect development proposers to consider the practicability of SUDS as the preferred option for surface water management, and incorporate conventional pipe-away systems only where site-specific conditions make it the most appropriate option.

The type of SUDS incorporated into a development will depend upon the site characteristics but systems which merely reduce flow rate rather than reduce the total volume of water discharged from the development would be the least preferred, though in many cases the only feasible, option. Minimising the area of imperious paved surface or roofs is an effective SUDS approach as is rainwater harvesting.

Types of SUDS include: soakaways, filter drains and strips, swales i.e. broad channels which contain vegetation to slow down the run off, or the incorporation of ponds, reedbeds and wetland in a development.

Case Study: Increasing preparedness for flooding in the Rural Area

Whilst HBBC does not have extensive areas at risk from fluvial (river) flooding there are a small number of areas at risk. These three areas of Witherley, Sheepy Magna and Shenton have volunteer Community Flood Wardens. With the assistance of the Borough Council and the Local Resilience Forum they assist in a local response to Flood Warnings where there is a risk to property flooding. Each of the three areas has its own Local Flood Plan which identifies the properties at risk, critical infrastructures such as pumping stations, vulnerable persons and critical points such as culverts which are inspected to identify blockages. All have received training in their roles. To assist in rapidly responding to potential flooding incidents supplies of flood sacks are kept under the control of the Wardens for rapid deployment rather than distributed from central stores by agencies such as HBBC

| Strategy Area | Action No | DCD/I ¹ | Objective number | Action | Outcome / positive impact on performance |
|---------------|-----------|--------------------|------------------|---|--|
| Flooding | F1 | DC | 4 | Strategic Flood Risk Assessment, which has been prepared in line with PPS25: Flood Risk adopted as part of the Core Strategy. Site Allocations and Generic Development Control consultation Aug and Sept 2012 for adoption in Dec 2013. | Adaptation measure: contributing towards reducing the risk of flooding |
| | F2 | DC | 4 | Apply current guidance for Sustainable Urban Drainage Systems (SUDS) | Adaptation measure: contributing towards reducing the risk of flooding Mitigation measure: acting as a sink during flooding |
| | F3 | Infl | 4 | Promote the provision of Sustainable Urban Drainage Systems through the Planning Process | Adaptation measure: contributing towards reducing the risk of flooding Mitigation measure: acting as a sink during flooding Adaptation measure |
| | F4 | Infl | 1,2,3,4 | Promote awareness of water efficiency to staff, the community and businesses across the Borough | Conservation of finite natural resource Adaptation measure |
| | F5 | DC | 1,2,3,4 | Organise one event per year highlighting water savings | Staff and community uptake of water efficient devices Adaptation measure |

¹ Actions and Targets which are under Council **Direct Control** or **Influence**

Strategic Area 6: Planning

The UK Government has taken the leadership stance in acknowledging the scientific consensus that human activity is changing the World's climate. In response to this the Department of Communities and Local Government (DCLG) has published a portfolio of guidance documents concerning Planning and Building Regulations, most recently Planning and Climate Change, supplement to Planning Policy Statement 1 on 17th December 2007. These various documents consider the contributions Local Authority departments should be making in the effort to reduce greenhouse gas emissions and mitigate against the impacts of climate change, in addition to enabling the built and natural environments to be more self-sustaining in the provision of energy through renewable technologies.

Hinckley & Bosworth Borough Council have committed to tackling Climate Change through varying methods including signing up to the Nottingham Declaration in 2006, reviewing and updating the existing Sustainable Design Supplementary Planning Document, on-going works on a Climate Change Strategy, and through the commitment to create 'climate-conscious' planning policies for the evolving Local Development Framework. Hinckley & Bosworth Borough Council are also undertaking a joint evidence base on decentralised energy with the City and Districts within Leicestershire to underpin and inform future renewable energy policies within the LDF.

The joint Decentralised Energy evidence base will be in part informed by the Low Carbon Energy Opportunities and Heat Mapping for Local Planning Areas across the East Midlands Report. This document has been prepared by Land Use Consultants, the Centre for Sustainable Energy, and SQW on behalf of the East Midlands Council and provides the following information:

- Identifies and maps low carbon and renewable energy resources and opportunities
- Provides heat maps for each local authority area illustrating local heat demand and supply
- Provides recommendations on high potential locations for district heating
- Provides generic guidance on how the low carbon and renewable resources can be used to formulate policy.

This evidence base supplements the previous IT Power Study 'Planning for Climate Change'

In further response to this and as part of the evidence base for the Local Development Framework (LDF) Hinckley & Bosworth Borough Council, in partnership with six other Leicestershire local authorities, commissioned consultants IT Power to undertake the Planning for Climate Change study.

This project was initiated in December 2007 with the intention to provide evidence to underpin the preparation of respective Local Development Frameworks, and associated planning policy relating to climate change. The project has three key objectives:

- Climate Change Assessment of Core Strategy Growth Options
- Renewable Energy Opportunities, including the quantification of the potential for renewable energy in each of the seven authorities

- Energy Efficiency Recommendations for New Developments – An assessment of the extent that it may be technically and economically possible
- to expect new buildings to reduce their carbon dioxide emissions beyond the requirements of the Building Regulations.

This project was completed in the late stages of May 2008, and is now ready to be utilised in the further formation of the Hinckley & Bosworth Local Development Framework.

Case Study 1: Sustainable Design SPD

The Supplementary Planning Document (SPD) on Sustainable Design aims to proactively promote sustainable development in line with the priorities of the UK's Sustainable Development Strategy and in support of our commitment to the Nottingham Declaration, to which Hinckley & Bosworth BC is a signatory. What is sustainable design? It is designing responsibly to resolve complex problems in order to protect, care for, and improve our environment. It involves new land development and construction, redevelopment, renovation and restoration. Key issues include energy efficiency, renewable energy, environmentally sustainable building materials and techniques, healthy building design, life cycle and maintenance costs, economic factors and incentives to promote "green" building products and services.

This SPD will be a useful guide to those proposing developments and is intended to support pre-application discussion. As such it has been produced to be used throughout the planning process.

The key objectives are to:

- provide further guidance to existing Local Planning Policy BE 1 – Design and Siting of Development
- support and encourage developers and applicants in delivering homes in line with national best practice guidance primarily the Code for Sustainable Homes for housing and BREEAM standards for non-domestic development
- provide encourage and transparent guidance on design which maximises solar gain and incorporates energy efficiency and sustainable technologies
- encourage the take up of sustainable design within the historic environment where suitable
- provide suggested methods and possible sources of information to help educate the sustainable design process
- ensure that new eco-friendly designs remain of benefit to, and in keeping with, the aesthetic environment whilst encouraging attractive innovation and potentially "state-of-the-art" developments

| Strategy Area | Action No | DCD/I ¹ | Objective number | Action | Outcome / positive impact on performance |
|---------------|-----------|--------------------|------------------|---|---|
| Planning | PL1 | DC | 3,4 | Review Sustainable Design SPD to reflect most up-to- date local and national policy position and government incentives on Renewable energy production and energy efficiency. | Ensure HBBC provides accurate information on the feasibility of sustainable technologies. Encourage the take up of renewables and energy efficiency measures to improve resource management and help reduce the impacts of climate change. |
| | PL2 | Infl | 3,4 | In producing Development Plan Documents HBBC will ensure they; <ul style="list-style-type: none"> • Include climate change impacts in the Strategic Environmental Assessment • Incorporate and apply policies that will ensure that new development in the Borough contribute to a reduction in greenhouse gas emissions through local building and design considerations including choice of materials • Fully incorporate national Planning policy and guidance on renewable energy including prescribed targets | Ensure HBBC is prepared to manage risks to individuals, communities and businesses from a changing climate, and to make the most of new opportunities e.g. flooding, heat waves, impact on local ecosystems, reduction in heating bills and increased tourism |

| | | | | | |
|----------|-----|-----|-------|--|---|
| Planning | PL3 | Inf | 2,3,4 | Produce a joint decentralised energy evidence base with the city and district councils. It will inform the production and implementation of renewable energy policies. | Provide an up-to-date policy framework and evidence base to support the development and implementation of a Renewable Energy Policy for the Generic Development Control DPD. This will in turn encourage and guide the appropriate location and type of renewable projects and enable a greater proportion of the Boroughs energy use from renewable sources. |
|----------|-----|-----|-------|--|---|

Strategy Area 7: Biodiversity

Projected climate change scenarios suggest there will be marked, but in some cases uncertain, differences in our weather patterns in years to come. As part of adaptation to climate change there is a need to monitor the response of local species and habitats to changes in weather conditions and patterns. The impacts of climate change on species and habitats can be listed as change in location, the composition or structure of a habitat, or the quantity i.e. abundance of species or the area it covers.

Climate-sensitive species will be particularly affected. Changes in seasonal weather characteristics such as drier hotter summers, milder winters with increased rainfall will have wide-ranging effects on local plant and animal life. Low river flows will reduce aquatic habitat availability and wetland habitats will begin to disappear should the water table become lower.

The Leicestershire Climate Change Strategy report published by Environmental Action for a Better Leicestershire (ENABLE) comments that “floodplain grasslands associated with the River Soar support some of the richest wildlife in Leicestershire and are important for many breeding birds. With the potential for increased flooding under climate change there is an opportunity to enhance these habitats and is an example of a positive adaptation measure. The development of a flood risk management strategy for the catchment by the Environment Agency will take into account climate change and stakeholders need to look for opportunities to enhance this particular aspect of biodiversity in the county”.

Flood mitigation and adaptation schemes could provide not only a reduction in the precipitation of pollutants and particulates but also contribute indirectly to water quality enhancements.

Climate change is likely to have a range of effects on trees and woodlands. Management regimes may need to be changed and arboriculturalists become vigilant for signs of damage due to dry conditions and new pests. Damage may be incremental over time. There could be opportunities for the planting a wider variety of new tree species and the yields increased for timber growers.

Growing more trees is important in terms of carbon sequestration. Different species sequester carbon at different rates and the National Forest proposes to commission research in order to “assess the carbon sequestration progress and future potential of the Forest and to develop a framework for long term monitoring”.

Hinckley and Bosworth Borough Council has appointed consultants to undertake a Green Infrastructure Study for the Borough. The study will carry out a comprehensive analysis of green infrastructure provision in Hinckley & Bosworth Borough and through this analysis, identify a local network of green infrastructure corridors to be implemented through the Local Development Framework and other Council initiatives. This green infrastructure network will provide a framework for multi-functional open space, functioning biodiversity networks and a sustainable movement network, improving connectivity within urban areas, and between urban areas and rural settlements and improve the functioning and connection of habitat resources.

Case Study 1: Biodiversity in the Borough of Hinckley and Bosworth

A case study which demonstrates biodiversity improvements within Hinckley and Bosworth Borough Council is the proposed improvements in management of the four main countryside sites as detailed in the higher level stewardship application to Natural

England. This fund provides revenue funding for biodiversity related habitat management activities and one off capital costs to aid these management activities. The specific biodiversity management improvements proposed for each site are detailed below:

- Burbage Common
Infrastructure to allow grazing for natural grassland management
Improved hedge maintenance, ditch improvements, pond vegetation control
- Manor Farm
Further planting at the community orchard, improved hedge maintenance and pond vegetation control
- Billa Barra Hill
Pond improvements, tree thinning, infrastructure to allow grazing for natural grassland management, scrub control on species rich grassland
- Hill Hole Quarry
Tree planting, further planting at the community orchard, bracken control, grazing improvements

| Strategy Area | Action No | DCD/I ¹ | Objective number | Action | Outcome / positive impact on performance |
|---------------|-----------|--------------------|------------------|---|---|
| Biodiversity | BIO1 | DC | 4 | Review Hinckley and Bosworth biodiversity action plans in line with to consider implications of climate change | Proactive adaptation |
| | BIO2 | DC | 3 | Review opportunity to plant trees to shade and cool urban areas | Adaptation measure: reduce the impact of urban heat island effect |
| | BIO3 | DC | 4 | Careful consideration to be given to the location and species of new trees to be planted by HBBC to ensure that they are at a sufficient distance for existing buildings and infrastructure | Adaptation measure Reduce subsidence risk to an acceptable level |

¹ Actions and Targets which are under Council **Direct Control** or **Influence**

Strategy Area 8: Transport

Despite potential damage to the environment, transporting goods and people from place to place is unavoidable. Technological improvements have delivered carbon-reduction benefits, but in some cases these have been either offset or out-stripped by rising demand and choices made by transport users – trends that are set to continue in future unless action is taken now.

What needs to be reviewed now is how much transport is avoidable and how quickly can alternative fuels to those which are carbon based be introduced? Is it necessary for food to travel from all parts of the world just to satisfy our requirement for year round supplies of a particular variety. Does local food have to travel to the other end of the country to be sorted, packaged and be distributed – only to appear back in our local supermarket – having travelled hundreds of miles. Is it still fresh after this experience?

HBBC is looking at ways to reduce staff mileage without affecting services, one of which is flexible working practices. A draft Green Travel Plan has been produced

A Green Fleet Review was carried out by the Energy Savings Trust in late 2007 with recommendations for both service fleet vehicles and staff cars.

HBBC is keen to encourage more staff to walk or cycle to work and the plan includes actions for secure, undercover parking areas, lockers and shower facilities and provision of a number of pool cycles available for short business journeys.

HBBC is keen to encourage staff to take advantage of the “Cycle to Work” bicycle purchase scheme which will deliver a more healthy workforce and a reduction in CO₂ emissions.

Case Study 1: Green Fleet Review

The HBBC Green Fleet Review was carried out by the Energy Savings Trust in January 2008 by the Energy Savings Trust. The four main areas reviewed within the authority’s fleet were staff vehicle and fuel choice, fuel management, mileage management and the “opt-out” fleet and recommendations made accordingly.

These included capturing and collating data about the age, fuel type, miles per gallon, and carbon dioxide emissions of all vehicles. This will aid analysis in identifying the authority’s carbon footprint and will aid future decisions on fleet management.

Also recommended was an annual review of miles per gallon/carbon dioxide levels, on-line mileage capture, setting a challenging mileage reduction target and reviewing tools available including satellite navigation.

| Strategy Area | Action No | DCD/I ¹ | Objective number | Action | Outcome / positive impact on performance |
|---------------|-----------|--------------------|------------------|--|--|
| Transport | T1 | DC | 3 | Implement HBBC’s Corporate Green Travel Plan | Reduce CO2 emissions from corporate operations |
| | T2 | DC | 3 | Adopt actions from Green Fleet Review | Reduce CO2 emissions from corporate operations |

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| | T3 | Infl | 3 | Work with County, Districts and transport providers to increase routes and therefore availability of public transport in the Borough | Reduce CO2 emissions per capita |
| | T4 | Infl | 3,4 | Work with County, Districts and communities to provide more safe cycle routes and encourage cycling as a means of getting to work or shops. | Reduce CO2 emissions per capita |
| | T5 | Infl | 3, 4 | Promote good practice in transport related behaviour change and encourage uptake of support programmes | Proactive adaptation |

¹ Actions and Targets which are under Council **Direct Control** or **Influence**

Strategy Area 9: Partnerships

Working in partnership with other organisations, businesses, communities and individuals is the only way that progress will be made in addressing climate change.

HBBC is working with the Local Strategic Partnership to achieve not only the Council's Climate Change Strategy but the targets that the LSP has also set itself through the Community Plan including encouraging its own members and others to produce Climate Change Action Plans in order to reduce their carbon footprint.

HBBC officers are already working jointly on many projects related to climate change with Leicestershire County Council including the National Indicators Group, ENABLE Steering Group, and the Leicestershire Waste Management Group. Working in partnership produces a synergistic effect and facilitates good communication.

Case study: Neighbourhood Action Teams in Barwell, Earl Shilton, and Bagworth and Thornton

| Strategy Area | Action No | DCD/I ¹ | Objective number | Action | Outcome / positive impact on performance |
|---------------|-----------|--------------------|------------------|--|--|
| Partnerships | P1 | Infl | 3 | Work with the Local Strategic Partnership towards adapting to the effects of climate change | Resilience to the effects of climate change |
| | P2 | Infl | 3 | Work with Leicestershire County Council and other districts to reduce CO2 emissions and produce a Climate Change Adaptation Plan to influence future service planning | Reduce the effects of climate change Proactive adaptation |
| | P3 | Infl | 3, 4 | Demonstrate leadership by exemplifying behaviours that are promoted to others in terms of environment management (energy, carbon, water and waste Management) sustainable procurement and adaptation | Proactive adaptation |

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|--|----|------|------|--|--|
| | P4 | Infl | 3, 4 | Promote existing good practice of ICT to our partners to help raise awareness of potential carbon savings through smart use of IT | Reduce the effects of climate change Proactive adaptation |
| | P5 | Infl | 3, 4 | Publish details of mitigation and adaptation monitoring of HBBCS risks and encourage partners to begin publicly monitoring their own climate change commitments, emissions and risks together with plans, targets and achievements | Reduce the effects of climate change |

¹ Actions and Targets which are under Council **Direct Control** or **Influence**

In Conclusion

The actions proposed in this Climate Change Strategy and the progress to date are intended to benefit our local environment and the people that live and work in it.

In publishing this document the Council aims to set the standard for future action to alleviate the effects of climate change, raise the awareness of local people to their responsibilities pertaining to climate change, and to work in partnership with the community to assure a sustainable future for the Borough.

As a working document this Action Plan will be subject to annual monitoring and the Strategy will be reviewed every three years commencing.

Further Sources of Information

Energy Savings Trust : www.est.org.uk

The Carbon Trust: www.thecarbontrust.co.uk

Nottingham Declaration on Climate Change: www.nottinghamdeclaration.org.uk

Council Contacts:

Jane Neachell: Climate Change and Environmental Co-ordinator

Jane.neachell@hinckley-bosworth.gov.uk

Geoff Davenport: Energy Efficiency, Private Sector Housing

Geoffrey.davenport@hinckley-bosworth.gov.uk

Hinckley & Bosworth Borough Council website for information on all the topics discussed in this document:

www.hinckley-bosworth.gov.uk

REPORT OF DEPUTY CHIEF EXECUTIVE (CORPORATE DIRECTION)

RE: MEMBER ICT

1. **PURPOSE OF REPORT**

To update Members on the progress of the Members ICT Project.

2. **RECOMMENDATION**

Members are recommended to note progress of the project.

3. **BACKGROUND TO THE REPORT**

3.1 **Rationale**

The Members ICT Project started in 2007. The project aimed to provide Councillors

- with an electronic method of communication, via a Council Email Account
- to provide access to the internet
- to improve the delivery of minutes, agendas and other council documents,
- to improve the security of information,
- to provide an electronic store of documents to reduce Councillors home storage requirements,
- to reduce the Councils printing costs
- to reduce postage costs, and
- to reduce the Authority's Carbon Footprint.

It is estimated that it costs the Authority around £47,000 per annum to produce paper agendas, of which £14,500 is for postage, and £24,120 for reprographics. The introduction of electronic delivery of information and Member ICT would in time result in a significant reduction in these costs; and Members were keen to see progress made (Finance and Audit 16 April 2007 Minutes). Appendix A shows the anticipated savings if Member IT were introduced. Even a 25% take-up (8.5 Councillors) would deliver savings in excess of £12,000.

The decision was further endorsed by full Council in August 2009.

3.2 **Development**

Over the past four years Hinckley and Bosworth Borough Council have developed a Member ICT Solution to facilitate the electronic delivery of information. This solution is developed around a Members' Portal showing a calendar of meetings, leading agendas, reports and minutes. All documents held within the Portal can be annotated, highlighted, or drawn upon to provide users with the opportunity to use the electronic media in the same way as you would normally a printed and posted copy.

The information can be accessed using Councillors own Email / Computer / Laptop using a secure Remote Access keyfob, or by using a Council provided Laptop / Netbook and Third Generation Network (3G) Card for access

anywhere there is a mobile signal for the chosen network. The two options (developed through consultation with Councillors) provide flexibility and offer a degree of choice to enable individuals to select the best method that suits their needs.

3.3 Progress

In July 2009 the Scrutiny Commission noted the progress of the Members ICT Project, recommended that Council give cross party commitment for electronic delivery of information (email) to members following the next Borough elections in 2011 and supported the on-going roll out to Leaders and Deputies. This was subsequently agreed at full Council in August 2009.

The Short/Medium term proposal being to roll out to all Members on a “need-request” basis and that Paper Agendas will only be circulated to those Members who are on the specific committees/Executive to which the papers relate. Others would be notified of meetings by email with a link to the area where the reports can be accessed electronically. No printers will be provided so if members wish to print then they will need to supply own printers and paper.

In August 2010 Scrutiny Commission reviewed progress of the Members ICT Project and given some comments regarding usability of the solution, recommending that the mandatory usage of IT after May 2011 be reviewed following the election.

Following the election five laptops / netbooks have been returned to the pool of Members ICT equipment, mainly from former Councillors who either did not re-stand or were not re-elected; and new Councillors have been provided with information regarding electronic delivery of information and received a demonstration of Members ICT, which was well received.

Subsequently, to try and re-allocate the redundant ICT equipment on a ‘need-request’ basis, to assist New Councillors in their storage and management of Council documents and to build upon their enthusiasm, the Lead Member for ICT (Councillor Cartwright) requested that we contact all Councillors to re-issue equipment. The correspondence does say that there is limited equipment and this would be issued on a first come basis.

To date the number of requests for equipment received can be delivered within the pool of returned equipment, with no additional expenditure; and if any equipment remains unallocated, it will be used by other employees within the Council.

3.4 Review of Members ICT

A meeting has been arranged for 4 August 2011 with the Council Leader, IT Portfolio Holder, Lead Member for ICT, Deputy Chief Executive (Corporate Direction) and the ICT Manager; to discuss Members ICT and set any Terms of Reference for the review.

3.5 Costs

The Members ICT Project has currently cost £20,628. This has included the one-off cost for installation of WiFi Hubs in the Chamber and Committee Rooms, the addition of electrical points within the Council Chamber, the

development of the Members Portal and Laptop Graphical User Interface (GUI), and the procurement of the pilot Laptops / Netbooks. In addition, a significant amount of both Officer and Councillor time has been associated with the Project.

This expenditure has resulted in a solution that is ready to deliver to any councillor with the only additional costs being the cost of the Keyfob, Microsoft licences and Netbook or Laptop when required in limited circumstances.

4. **FINANCIAL IMPLICATIONS (DB/IB)**

The direct financial implications of the cost of the project will depend upon the review and take-up. However, there is sufficient budget allocated to the project to fund the roll out to all Councillors if necessary.

In 2009 member agreed a capital budget of £60,000, from which £39,372 is available to fund the remainder of the roll out.

5. **LEGAL IMPLICATIONS**

None

6. **CORPORATE PLAN IMPLICATIONS**

This document Contributes to Strategic Objectives 2 and 5 of the Corporate Plan, and the ICT Strategy.

7. **CONSULTATION**

Not Applicable.

8. **RISK IMPLICATIONS**

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

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

The following significant risks associated with this report/decision were identified from this assessment:

| Management of significant (Net Red) Risks | | |
|--|---------------------------|--------------|
| Risk Description | Mitigating actions | Owner |
| None | | |

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

None

10. **CORPORATE IMPLICATIONS**

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

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

Background papers : None

Contact Officer: Paul Langham, ICT Manager ext 5995

Members ICT - Appendix A

| ICT Costs | | | | | Paper Costs | | | | | Total |
|-------------------|----------------|----------------------|------------------------------|--------------|-------------|---------------|------------|----------------|-------------|--------|
| Councillor Takeup | Infrastructure | Councillor Equipment | Councillor IT Infrastructure | 5 Year Costs | Postage | Reprographics | Production | Cost Per Annum | 5 Year Cost | |
| 0% | | | | | 14060 | 24120 | 9000 | 47180 | 235900 | 235900 |
| 10% | 17500 | 2040 | 1020 | 24640 | 12654 | 21708 | 9000 | 43362 | 216810 | 241450 |
| 25% | 17500 | 5100 | 2550 | 35350 | 10545 | 18090 | 9000 | 37635 | 188175 | 223525 |
| 50% | 17500 | 10200 | 5100 | 53200 | 7030 | 12060 | 9000 | 28090 | 140450 | 193650 |
| 75% | 17500 | 15300 | 7650 | 71050 | 3515 | 6030 | 9000 | 18545 | 92725 | 163775 |
| 100% | 17500 | 20400 | 10200 | 88900 | 0 | 0 | 9000 | 9000 | 45000 | 133900 |

Table 1. Cost of delivering Members ICT and Printed Agenda's / Minutes over a five year period. Figures based upon costs as at July 2011.

| |
|----------------|
| Savings |
|----------------|

| |
|---------------|
| -5550 |
| 12375 |
| 42250 |
| 72125 |
| 102000 |

| |
|--|
| |
|--|

SCRUTINY COMMISSION – 28 JULY 2011

RE: BARWELL AND EARL SHILTON SCRUTINY GROUP

Below is the report which was considered by the Scrutiny Commission on 23 July 2008 when setting up the Barwell & Earl Shilton Scrutiny Group. This report includes the Terms of Reference, for Members' information and discussion.

SCRUTINY COMMISSION – 23 JULY 2008

REPORT OF DIRECTOR OF COMMUNITY AND PLANNING SERVICES

RE: BARWELL AND EARL SHILTON WORKING GROUP – TERMS OF REFERENCE

1. PURPOSE OF REPORT

- 1.1 To request Members of the Scrutiny Commission to endorse the establishment of a Barwell and Earl Shilton Working Group.
- 1.2 To seek Members' approval of the Terms of Reference for the Barwell and Earl Shilton Working Group, outlined in Paragraph 4 to this report.

2. RECOMMENDATION

- 2.1 That Members endorse the establishment of a Barwell and Earl Shilton Working Group.
- 2.2 That Members approve the Terms of Reference for the Barwell and Earl Shilton Working Group, outlined in Paragraph 4 to this report.

3. BACKGROUND TO THE REPORT

- 3.1 Barwell and Earl Shilton have been identified as areas with the Borough where significant development will occur in the next few years. In particular:-
 - the Earl Shilton Bypass is due for completion in late 2008;
 - a Sustainable Urban Extension of 2,500 homes is proposed to the west of Barwell;
 - A Sustainable Urban Extension of 2,000 homes is proposed to the south of Earl Shilton;

- There are proposals for master planning exercises to be undertaken in respect of the town centres of both Barwell and Earl Shilton;
- Parts of the both Barwell and Earl Shilton have been designated as Priority Neighbourhoods by the Local Strategic Partnership. Neighbourhood Action Teams have been established for both areas.

3.2 Local Ward Councillors have expressed concern that there is not a single forum at which the impact of all the proposed activities can be considered as a whole. It is therefore proposed to establish a Barwell and Earl Shilton working Group, which will be a sub-group of this Scrutiny Commission with the following Terms of Reference.

4. TERMS OF REFERENCE

4.1 It is suggested that the Working Group will have the following Terms of Reference:-

- a) The Barwell and Earl Shilton Working Group will be a sub-group of Scrutiny Commission and will present minutes of its meetings and appropriate reports on its work to the Scrutiny Commission.
- b) The Membership of the Barwell and Earl Shilton Working Group will comprise Local Ward Councillors for Barwell and Earl Shilton, the Chairperson of Barwell Parish Council and the Chairperson of Earl Shilton Town Council. It will be supported by appropriate Officers, as necessary.
- c) At its first meeting, the Working Group will elect a Chairman and produce a Programme of Work.
- d) The purpose of the Working Group will be to scrutinise the impact of the Earl Shilton Bypass, Sustainable Urban Extensions, master planning exercises and Neighbourhood Action Teams on Barwell and Earl Shilton and to make appropriate recommendations.
- e) The Barwell and Earl Shilton Working Group will report the findings of its work to the Scrutiny Commission.

5. FINANCIAL IMPLICATIONS

5.1 None relating directly from the adoption of the recommendations in this report.

6. LEGAL IMPLICATIONS

6.1 There are none arising from the report.

7. CORPORATE PLAN IMPLICATIONS

7.1 This report contributes to the Strategic Aims 'Proud of our Thriving Economy' and 'Proud of our Strong and Distinctive Communities'.

8. CONSULTATION

8.1 Initial discussions have taken place between the Chair of Scrutiny and the Director of Community and Planning Services.

9. RISK IMPLICATIONS

9.1 None identified.

10. RURAL IMPLICATIONS

10.1 The work of the Group relates specifically to the areas of Barwell and Earl Shilton.

11. CORPORATE IMPLICATIONS

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

- Community Safety implications [Ron Grantham, ext 5832]
- Environmental implications [Jane Neachell, ext 5968]
- ICT implications [Paul Langham, ext 5995]
- Asset Management implications [Malcolm Evans, ext 5614]
- Human Resources implications [Julie Stay, ext 5688]

Background Papers: None

Contact Officers: Trevor Prowse, Director of Community and Planning Services



Hinckley & Bosworth
Borough Council

A Borough to be proud of

FORWARD PLAN OF EXECUTIVE AND COUNCIL DECISIONS

AUGUST – NOVEMBER 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 AUGUST TO 31 NOVEMBER 2011

AUGUST 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> |
|---|-----------------------|-------------------------------|-------------------------------------|---|--|
| Climate Change Adaptation Strategy 2011-14 | Environmental Heath | Executive 17 August 2011 | Scrutiny Environment Group, 18 July | Internal and external | Committee Report <i>(Jane Neachell)</i> |
| Tenant Consultation Feedback | Housing | Executive 17 August 2011 | | | Committee Report <i>(Sharon Stacey)</i> |
| Environment Improvement Programme 2011/12 | Planning | Executive 17 August 2011 | Scrutiny Commission, 28 July | | Committee Report |
| Leicestershire & Rutland Sport Annual Update | Cultural Services | Council 30 August 2011 | | | Committee Report <i>(Karen Harris)</i> |

SEPTEMBER 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> |
|---|-----------------------|--------------------------------------|---|---|--|
| Statement of Accounts | Finance | Special Council 27 September 2011 | Finance, Audit & Performance Cttee, 12 September | | Committee Report <i>(David Bunker)</i> |

OCTOBER 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>) |
|--|---------------------------|-----------------------------------|--------------------------------------|--|--|
| Refresh of Carbon Management Plan 2011-14 | Environmental Health | Executive 12 October 2011 | | Internal and external | Committee report Rob Parkinson |
| Council Housing Tenancy Conditions Review | Housing | Executive 12 October 2011 | Scrutiny Commission | Consultation with tenants | Committee Report (<i>Sharon Stacey</i>) |
| Broadband | Planning | Executive 12 October 2011 | | | Committee Report (Judith Sturley) |
| EMDA Town Centre Regional Support Completion | Planning | Executive 12 October 2011 | | | Committee Report (<i>Claire</i>) |
| Enterprise Zone and Regional Growth Fund re MIRA | Planning | Executive 12 October 2011 | | | Committee Report (Judith Sturley) |
| Regent Street? | Planning | Executive 12 October 2011 | | | Committee Report (<i>Duncan</i>) |
| Charnwood Forest Regional Park Interim Government Arrangements | Planning | Council 25 October 2011 | | | Committee Report |
| Protocol for section 106 contributions, including affordable housing | Planning | Council 25 October 2011 | | | Committee Report (Valerie Bunting) |

NOVEMBER 2011

No decisions to be taken

To Be Programmed

| | | | | | |
|--|---|------------------------------|---------------------|---|---|
| Environmental Health General Enforcement Policy 2011 | Environmental Heath | Executive 7 December 2011 | | Internal and external | <i>Committee report Rob Parkinson</i> |
| HRA Subsidy Reform | Housing / Finance | Executive | Scrutiny Commission | | Committee Report (<i>Sharon Stacey</i>) |
| Tenant Consultation Feedback | Housing | Executive | Scrutiny Commission | | Committee Report (<i>Sharon Stacey</i>) |
| Leicestershire Waste Partnership Strategy | Business, Contracts & Streetscene Services | | | | Committee Report & Strategy (<i>Michael Brymer</i>) |
| Discounted open market sale properties | Planning | | | | Committee Report (<i>Valerie Bunting</i>) |
| Argents Mead | Planning | Executive, December | | | Committee Report (<i>Duncan</i>) |
| Charities Act 2006 Policy | Environmental Heath | Executive December | Executive | Licensing Committee Internal and external | Committee report Mark Brymer |
| Fees – Legislation coming out in October 2011 | Planning | Council December/January | Executive | | Committee Report (<i>Cathy Horton</i>) |
| Earl Shilton & Barwell AAP | Planning | Exec April/May 2012 | | | |
| Argents Mead | Planning | Council June 2012 | Executive | | |

| | | | | | |
|--|----------------------|---------------------|-----------|----------|------------------------------|
| Introduction of full cost recovery for Licensing | Environmental Health | July 2012 | | | |
| Environmental Health Commercial Services - Enforcement Service Delivery Plan 2012/2013 | Environmental Health | Executive June 2013 | Executive | Internal | Committee report Steve Merry |
| Constitution – review SoD (EH) | | | | | |

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 MT Mullaney (Culture, Leisure, Parks & open spaces) 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 Ms BM Witherford (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 MT Mullaney (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 the Finance, Audit & Performance Committee. The Scrutiny Commission and Finance, Audit & Performance Committee also have a role in Policy development. In addition, Scrutiny Panels are established to oversee ad-hoc projects. The Scrutiny Commission publishes an Annual Report and a Work Programme; this is available on the Council's website 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 255879.