

# Public Document Pack

**Steve Atkinson** MA(Oxon) MBA FIoD FRSA  
Chief Executive

Date: 25 June 2014



Hinckley & Bosworth  
Borough Council

*A Borough to be proud of*

**To: Members of the Scrutiny Commission**

Mr MR Lay (Chairman)	Mrs L Hodgkins
Mr C Ladkin (Vice-Chairman)	Mr MS Hulbert
Miss DM Taylor (Vice-Chairman)	Mr DW Inman
Mr PR Batty	Mr JS Moore
Mr Bessant	Mr K Morrell
Mr PAS Hall	Mr K Nichols

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 on **THURSDAY, 3 JULY 2014 at 6.30 pm** and your attendance is required.

The agenda for the meeting is set out overleaf.

Yours sincerely

A handwritten signature in black ink, appearing to read 'R Owen'.

Rebecca Owen  
Democratic Services Officer

## SCRUTINY COMMISSION - 3 JULY 2014

### A G E N D A

1. APOLOGIES AND SUBSTITUTIONS
2. MINUTES (Pages 1 - 6)  
To confirm the minutes of the meetings held on 15 May and 9 June 2014.
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. RURAL AREAS REVIEW 2014 (Pages 7 - 30)  
Report of the Deputy Chief Executive (Community Direction).
7. HOUSING REPAIRS (Pages 31 - 48)  
Report of the Deputy Chief Executive (Corporate Direction).
8. ENVIRONMENTAL IMPROVEMENT PROGRAMME (Pages 49 - 58)  
Report of the Deputy Chief Executive (Community Direction).
9. AFFORDABLE HOUSING DELIVERY (Pages 59 - 64)  
Report of the Deputy Chief Executive (Community Direction) attached.
10. PLANNING APPEALS UPDATE (Pages 65 - 70)  
Report of the Deputy Chief Executive (Community Direction) attached.
11. SCRUTINY COMMISSION WORK PROGRAMME 2014-2015 (Pages 71 - 78)  
Work programme attached. Please note the list at the end of the document which contains items requested by the Commission but in need of programming into the programme.
12. ANY OTHER ITEMS OF BUSINESS WHICH THE CHAIRMAN DECIDES HAVE TO BE DEALT WITH AS MATTERS OF URGENCY

# Agenda Item 2

## HINCKLEY AND BOSWORTH BOROUGH COUNCIL

### SCRUTINY COMMISSION

15 MAY 2014 AT 6.30 PM

PRESENT: Mr MR Lay - Chairman  
Mr C Ladkin – Vice-Chairman

Mr PR Batty, Mr PAS Hall, Mr MS Hulbert, Mr DW Inman, Mr R Mayne (for Mrs WA Hall), Mr JS Moore, Mr K Morrell and Mr K Nichols

Also in attendance: Councillor DC Bill MBE, Councillor Mrs J Richards, Councillor Mrs H Smith and Councillor Ms BM Witherford

Officers in attendance: Steve Atkinson, Bill Cullen, Rebecca Grant, Sanjiv Kohli, Rebecca Owen and Katherine Plummer

#### 536 APOLOGIES AND SUBSTITUTIONS

Apologies for absence were submitted on behalf of Councillor Mrs Hall and Councillor Taylor, with the substitution of Councillor Mayne for Councillor Mrs Hall authorised in accordance with Council Procedure Rule 4.

#### 537 MINUTES

On the motion of Councillor Nichols, seconded by Councillor Morrell, it was

RESOLVED – the minutes of the meeting held on 3 April 2014 be confirmed and signed by the Chairman.

#### 538 DECLARATIONS OF INTEREST

No interests were declared at this stage.

#### 539 PRESENTATION BY THE CONSORTIUM FOR THE EARL SHILTON SUSTAINABLE URBAN EXTENSION (SUE)

Representatives of AMEC, Barwood and Jelson were present at the meeting to provide an update on plans for the Earl Shilton SUE. During their presentation, reference was made to:

- The need for a 'legible' well signposted and branded town centre in Earl Shilton;
- The specification for affordable home provision with no flats;
- The need for a range of residential properties to meet local need;
- The preference of the healthcare providers to extend the existing surgery rather than create additional provision;
- The creation of many jobs during the construction phase;
- The intention to provide informal open space to a level exceeding the Council's requirement and, with regard to formal open space, to negotiate with the Town Council to fund the existing provision;
- The submitting of a design and access statement with the scheme and conditions attached to the application in order to ensure quality;
- The siting of the employment area exiting onto Clickers Way;
- The main access points being Mill Lane and Astley Road.

With regard to the section 106 agreement, the consortium agreed to finalise a list of contributions prior to bringing the application before the Planning Committee and this would also include details on the phasing and delivery of various components of the development.

Concern was expressed that as Persimmon would be commencing their part of the development first and would have immediate access via Mill Lane they may be selective about the work required and the legal agreements may not apply to them. In response it was confirmed that the Section 106 agreement would be binding on the land and all developers and that early completion would trigger the relevant section 106 agreements and occupancy restrictions. It was also stated that other parts of the development would be delivered early too.

With regard to affordable housing, the Consortium was still discussing whether all of it would be provided on site, or if they would provide a proportion in the form of commuted sums.

It was acknowledged that during the presentation reference had been made to the creation of construction jobs, but a member expressed concern that existing contractors would be used for this and they would bring existing employees in rather than employing locally, thereby creating local jobs. In response the representative from Jelson's explained that they had a huge employment base and provided most services in-house from the Leicester office rather than via contractors. Therefore, the majority of employees were based in Leicestershire and many were from Hinckley & Bosworth. He also reported that they had an annual intake of apprentices.

A member asked how much of the contribution towards regeneration would be spent locally and whether any funding in addition to the Section 106 monies would be coming directly from the developers.

In response to a question about engaging with the Town Council, one of the representatives reported that there was regular contact with the Clerk to the Council and meetings with the Town Council and other local stakeholders.

Concern was expressed regarding volumes of traffic and in response it was reported that there would be natural traffic calming measures around the school due to a mini roundabout and parking bays. It was also stated that the County Council was reviewing traffic calming.

In respect of education provision, it was noted that the school would be delivered in a phased manner and that the Education Authority was happy that there was capacity in existing schools until the new school was open.

In respect of design the consortium confirmed that the scheme would be high quality and create a sense of place for Earl Shilton. Members asked the representatives about other similar projects with which they had been involved. Following a brief discussion, the Consortium agreed to bring forward examples of SUE projects that they had developed.

#### 540 MEDIUM TERM FINANCIAL STRATEGY 2013/2014 - 2016/2017

Sanjiv Kohli and Katherine Plummer gave a summary version of the presentation on "Piecing together the Regeneration Jigsaw" that had been presented to the MJ awards Panel as the Council's short listed entry for the Innovation in Finance category. This set out the achievements of the Council since 2006 in putting together a strong performance management and financial structure that had enabled the Council to deliver, by 2015/16, over £200m of regeneration with restricted internal funds at a return on investment of around 10%. This had been achieved by Officers and elected Members changing their

risk attitudes. This formed the background to the Medium Term Financial Strategy. In presenting the report on the Medium Term Financial Strategy, reference was made to the financial constraints due to council tax freezes, projects completed, in progress and planned, and the state of the economy nationally.

Councillor Inman left the meeting at 9pm.

Concern was expressed regarding the impact of the government cuts on parish councils, for example New Homes Bonus and council tax support grants. Parish councils were also being asked to provide funding to keep their libraries open.

Councillor Mayne left the meeting at 9.20pm.

Having reached 9.30pm, it was moved by Councillor Nichols, seconded by Councillor Morrell and

RESOLVED – the meeting be permitted to continue to complete the business listed on the agenda.

Members discussed the discretionary services provided by the authority and were informed that cutting these services would not create a large saving due to the level of central costs and these were also the services that the public generally felt were most important.

(The Meeting closed at 9.40 pm)

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CHAIRMAN

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HINCKLEY AND BOSWORTH BOROUGH COUNCIL

SCRUTINY COMMISSION

9 JUNE 2014 AT 6.30 PM

PRESENT: Mr MR Lay - Chairman  
Mr C Ladkin – Vice-Chairman

Mr PR Batty, Mr PAS Hall, Mrs L Hodgkins, Mr DW Inman, Mr JS Moore, Mr K Morrell,  
Mr K Nichols and Mrs H Smith (for Mr Bessant)

Officers in attendance: Steve Atkinson, Bill Cullen, Simon D Jones, Sanjiv Kohli,  
Rebecca Owen and Katherine Plummer

36 APOLOGIES AND SUBSTITUTIONS

Apologies for absence were submitted on behalf Councillors Bessant and Hulbert, with the substitution of Councillor Smith for Councillor Bessant authorised in accordance with Council Procedure Rule 4.

37 DECLARATIONS OF INTEREST

No interests were declared at this stage.

38 HINCKLEY SQUASH & RACKETS CLUB

The Scrutiny Commission gave consideration to a report regarding the position of Hinckley Squash Club, which had been required to relocate as part of the Crescent regeneration scheme. It was reported that a site at Tungsten Park had been secured last year but that due to the commercial interest and popularity of the site the costs had escalated. It was reported that independent legal advice had been sought on the proposals.

Bob Jennings, Trustee of the Squash Club, explained the history of the club which had been in Hinckley for over 70 years and how it had secured major competition success. He described how the club operated currently and how the new building would be run. He answered members' questions regarding membership, pricing structure, accessibility, court hire and partnerships with schools. A key point was the Squash Club's commitment to making the new facility available for public and school use and an acceptance that there would be a Management agreement entered into with the Council to this effect. It was also noted that such arrangements would be based on Squash and Racket England's best practice advice.

One or two Members expressed concern regarding the input of the authority in order to allow an external organisation to avoid paying VAT. However, more generally, it was felt that it was in the local public interest to assist a local organisation in this way and ensured efficient use of funds available and that the local public would expect that of the Council. Squash England had confirmed that they would have more confidence in the new centre with the Council's involvement.

In response to a member's question regarding the cost of providing squash courts in the new leisure centre, members were reminded that none of the tenders proposed including squash courts, as they did not provide value for money in such a facility – they required large amounts of space for comparatively little return.

It was suggested that, as part of the report to Council, the benefit to the public of the arrangement be quantified, so that the value for money could be more openly assessed. Members were assured that costs were not coming from the Council's budget, but from the CPO compensation payable to the club by the Tin Hat Partnership.

Officers reported that an independent valuer had confirmed that the proposal provided value for money, and members asked that that report be made available to them.

It was asked that, if the council invests in the Squash Club, progress reports be brought back to the Finance, Audit & Performance Committee.

RESOLVED –

- (i) the public benefit of the arrangement be included in the report to Council;
- (ii) the valuation report be provided to members of the Commission;
- (iii) Council be RECOMMENDED to agree that, should the arrangement proceed, monitoring reports be taken to the Finance, Audit & Performance Committee.

(The Meeting closed at 7.25 pm)

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CHAIRMAN



SCRUTINY COMMISSION – 3<sup>RD</sup> JULY 2014

RURAL AREAS REVIEW ANNUAL REPORT 2013/14

REPORT OF DEPUTY CHIEF EXECUTIVE – COMMUNITY DIRECTION



Hinckley & Bosworth  
Borough Council

*A Borough to be proud of*

WARDS AFFECTED: RURAL WARDS

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1. PURPOSE OF REPORT

To present the annual rural areas review report 2013/14 to members, detailing service delivery within the Borough's rural areas.

2. RECOMMENDATION

- For members to note and endorse the range and extent of service delivery within rural locations in 2013/14

3. BACKGROUND TO THE REPORT

- 3.1 On an annual basis, the rural affairs lead member, presents a rural areas review report to elected members, setting out a comprehensive record of service provision delivered within the rural areas of the Borough. Service provision is detailed in relation to each of the authority's Corporate Plan priorities.
- 3.2 Whilst **all** service provision is available to **all** Parishes within the Borough, this report presents details of specific delivery in rural parish areas, detailed at **Appendix 1** (and therefore does not include delivery in Town Centre and urban areas).

4. FINANCIAL IMPLICATIONS [KB]

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

5. LEGAL IMPLICATIONS [MR]

- 5.1. None arising directly from this report

6. CORPORATE PLAN IMPLICATIONS

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

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

7. CONSULTATION

The rural areas review 2013/14 has been informed through consultation with Service Heads and appropriate senior officers and partners, utilising existing evidence to inform activity and gaps.

8. RISK IMPLICATIONS

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

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

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

Management of significant (Net Red) Risks		
Risk Description	Mitigating actions	Owner
Lack of a comprehensive evidence base in relation to the range of provision within rural locations	Ongoing collation of evidence to detail the range of provision within rural locations through an annual review report	Edwina Grant

9. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

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

10. CORPORATE IMPLICATIONS

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

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

Background papers: None

Contact Officer: Edwina Grant, ext 5629

Executive Member: Cllr Bill Crooks

Rural Areas Review Report 2013/14

Appendix 1

Corporate Plan Priority	Progress/Provision	Rural Area	HBBC in Partnership with
	<b>AIM: CREATING A VIBRANT PLACE TO LIVE AND WORK</b>		
01 – Clean neighbourhoods	<p><b>Fly Tipping Removed (389):</b>                      Bagworth 3, Barlestone 4, Barwell 15, Bilstone 1, Burbage 19, Congerstone 2, Dadlington 1, Desford 6, Earl Shilton 24, Gopsall 1, Groby 5, Higham on the Hill 1, Hinckley 96, Kirby Mallory 3, Markfield 6, Newbold Verdon 1, Peckleton 2, Ratby 17, Stoke Golding 2, Thornton 4, Twycross 1, Witherley 1                      Lanes &amp; A Roads 174</p> <p><b>Fly Posting Removed (4):</b>                      Botcheston 1, Burbage 1, Markfield 1, Ratby 1,</p> <p><b>Abandoned Vehicles Removed (13):</b>                      Bagworth 1, Barton 2, Burbage 4, Groby 1, Kirkby Mallory 1, Nailstone 3, Wellsborough 1</p> <p><b>Untaxed Vehicles Removed (8):</b>                      Burbage 3, Newbold Verdon 1, Shilton 4</p> <p><b>Dog Fouling including Stencils and Signage (39):</b>                      Barlestone 1, Daddlington 1, Desford 2, Groby 2, Higham 1, Markfield 24, Nailstone 1, Ratby 4, Stapleton 1, Stoke Golding 1, Witherley 1</p> <p><b>Littering Removed (27):</b>                      Barlestone 4, Bilstone 1, Bull in the Oak 1, Desford 1, Groby 4, Kirkby Mallory 2, Markfield 2, Market Bosworth 1, Newbold Verdon</p>	<p>As indicated</p> <p>As indicated</p> <p>As indicated</p> <p>As indicated</p> <p>As indicated</p>	

	<p>4, Peckleton 1, Ratby 1, Sheepy Magna 1, Stoke Golding 2, Thornton 1, Witherley 1</p> <p><b>Graffiti (2):</b> Groby 1, Shilton 1</p> <p><b>Fixed Penalty Notices (22):</b> Littering 7, Littering from vehicle 15</p> <p><b><u>Mechanical Sweep</u></b> Bagworth – 1, Desford – 4, Fenny Drayton - 1, Nailstone – 1, Newbold Verdon – 6, Barlestone – 3, Ratby – 3, Shilton – 1, Groby – 6, Markfield – 3, Thornton -2, Cadeby – 1 Higham – 5, Sheepy Parva – 2,</p> <p><b>Ongoing campaigns:</b> <b>Keep it Clean</b> Oct – Dec 2013 – Focus on dog fouling and responsible dog ownership including the following activities:  <ul style="list-style-type: none"> <li>- ‘Responsible Dog Owner’ Primary school assemblies, poster competition and slogan ideas. Winning poster displayed at various locations. Slogans posted on HBBC social media.</li> <li>- Pink Spray Paint trial in Desford</li> <li>- Distribution of ‘Caught Doing Right Cards’ with prize draw entry</li> <li>- Press Release</li> <li>- Distribution of ‘Report It’ cards in various locations.</li> <li>- Replace or refresh old signage throughout the Borough.</li> <li>- Agreement to take part in Keep Britain Tidy social experiment to test effectiveness of new ‘eyes’ signage.</li> </ul> </p> <p><b>Fly Tipping</b> Focus Jan – March 2014, including the following activities:  <ul style="list-style-type: none"> <li>- Press Release</li> <li>- Social Media Messages</li> <li>- Business Rates Info Leaflet insert</li> <li>- Fly Tip Site Information Appeal Signage</li> <li>- Social Media Survey</li> </ul> </p>	<p>As indicated</p> <p>As indicated</p> <p>Borough wide</p> <p>Borough wide</p>	
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	<ul style="list-style-type: none"> <li>- Hotspot CCTV (to follow)</li> <li>- Roadside Deterrent Signage (to follow)</li> </ul> <p><b>Tailored Housing Solutions</b> is improving currently unoccupied properties around the Borough, including long term empty and unsightly properties.</p>		
<b>02 – Reduce our impact on the environment</b>	<p>Spatial Objective 12, and Policy 24 of the Core Strategy seek to reduce emissions.</p> <p>The National Planning Policy Framework seeks the reduction in greenhouse gas emissions.</p> <p>Development Management Policies have been drafted which aim to deliver renewable energy and low carbon development. These policies will be adopted through the Site Allocations and Development Management Policies DPD.</p> <p>The <b>Renewable Energy Capacity Study</b> was adopted by Executive as an evidence base to support the Local Plan on 11 September 2013.</p> <p>Encouraging walking through the <b>Walking for Health scheme</b> April 2013 to March 2014 total attendance <b>6,570</b> from 7 walk across the borough</p> <p>The latest ONS data shows that Hinckley and Bosworth had the largest change in average household energy consumption, of all local authorities, 2005–11 with a reduction of 37.5%.</p> <p>Promotion for take up of ECO and Green Deal, delivery of solar panels, boiler repairs, small measures.</p>	<p>Borough wide</p> <p>Borough wide</p> <p>Borough wide</p> <p>Borough wide</p> <p>Hinckley, Market Bosworth, Desford, Markfield, Barwell, Earl Shilton, Barlestone, Groby, Burbage</p>	<p>Public Health, Ramblers, Macmillan Cancer Support</p>

	<p>A <b>free recycling service</b> is <b>provided to schools</b> to help minimise residual waste and divert waste from landfill.</p> <p>An <b>improved kerbside recycling service</b> resulting in an increase in the total amount of waste recycled for <b>2013/14 achieving 55.5% of waste being recycled</b> against a trend where recycling performance has fallen in many places nationally.</p>	<p>Borough wide</p> <p>Borough wide</p>	
<b>03 – Protect and improve our parks and open spaces</b>	<p>Large areas of the Common continue to be managed under English Natures HLS scheme. Hinckley Walking for Health Group continues to lead walks around the Common every Wednesday. On average 77 walkers attend per week. The Burbage Common Volunteers have carried out scrub clearance work and coppicing at the Common and the probation service have continued to carry out weekly work sessions to clear out the drainage ditched at Burbage Woods and adjacent to the ponds at Burbage Common.</p> <p>Works have continued at <b>Billa Barra Hill, Hill Hole Quarry</b> and <b>Manor Farm</b> to improve the sites and manage them within the criteria set out in an HLS agreement with Natural England.</p> <p>Specific average <b>monitoring scores for countryside sites</b> managed by HBBC during 2013/14 were: <b>Hill Hole Quarry 73%</b>, Burbage 73%.</p> <p>Policy 19; 'Green Space and Play Provision' of the Adopted Core Strategy aims to ensure quantity, quality and accessibility of green space.</p> <p>Development Management Policies have been drafted which aim to safeguard, sport and recreational facilities in addition to natural and semi natural open spaces. These policies will be adopted through the Site Allocations and Development Management Policies DPD.</p>	<p>Burbage</p> <p>Stanton Under Bardon, Markfield, Bagworth</p> <p>Borough wide</p> <p>Borough wide</p>	<p>Natural England, Leicestershire probation service, Burbage Common Volunteers.</p> <p>Natural England</p>

<p><b>04 – Sustain economic growth</b></p>	<p>A <b>Local Economic Plan</b> had been prepared by HBBC Economic Regeneration Team in order to show the borough’s economic priorities and to demonstrate how these fit with LLEP Strategic Economic Plan.</p> <p>The LLEP will use the plan to inform their multi year strategic plan which is the response to the Heseltine Review, the LLEP is required to prepare the plan with its local partners, thus enabling it to acquire a share of the new Single Local Growth Fund. The LLEP submitted its Strategic Economic Plan to Government in March 2014 and now awaits a response from Government.</p> <p>The <b>Hinckley and Bosworth Tourism Partnership’s</b> website is now managed by Leicestershire Promotions and hits have <b>increased from 3000 - 35000</b> for the same period last year, impacting on promotion of the area to increase visitors.</p> <p><b>Increase apprenticeships</b> Recruitment of technical apprentice funded by Private Sector Housing/HCA, to assist with Private Sector Leasing</p> <p>Two apprentices have been recruited as part of the Tailored Housing Solutions project.</p> <p>Building works are being tendered as part of the Tailored Housing Solutions project.</p> <p>Advice to letting agents and landlords in relation to the standards expected in privately rented accommodation, to assist with compliance.</p> <p>Ongoing promotion of the <b>Directory of Local Food Producers</b> and Providers during 2013/14, including promotion at key Farmers Markets Events to increase the number of entrants. Production of an up to date Directory for 2014.</p>	<p>Borough Wide</p> <p>Borough wide</p> <p>Borough wide</p> <p>Borough wide</p> <p>Borough wide</p> <p>Borough wide</p>	<p>LLEP</p> <p>HBTP LPL</p>
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	A new farmers market in Groby is due to start, supported by the Town Centre Manager.	Groby	Stamford Arms
<b>05 – Provide decent and affordable homes</b>	<p>Spatial Objective 5 and Policies 15 and 17 of the adopted Core Strategy along with the Rural Needs and Affordable Housing Supplementary Planning Documents aim to deliver affordable housing across the borough.</p> <p><b>Affordable Housing Delivery Plan</b> has been approved by Council. The Council aims to use the freedoms under the HRA self financing settlement to increase the supply of council owned affordable housing in the Borough. This will be achieved by new builds on council owned land and on new land acquired for that purpose, as well as regeneration and empty homes projects and by bidding to buy new affordable housing on section 106 sites, a process which has already begun. Suitable local authority owned sites for development are being identified and work to appoint a development partner has begun</p> <p>A PQQ has been issued to appoint a development partner for the new build programme. The closing date for expressions of interest is 30<sup>th</sup> May 2014, after which a shortlist will be invited to tender.</p> <p><b>Carlton rural exception site</b> is currently nearing completion. The properties are expected to be ready for occupation by May 2014, and the rented properties have been advertised to let through the Choice Based Lettings system..</p> <p>Delivery of <b>Disabled Facilities Grants</b> (DFG) which makes the property safe to use by residents with a disability. This also reduces accidents in the home and contributes to reduced care costs by allowing residents to remain independent for longer.</p> <p>The delivery of both <b>major and minor financial assistance programmes</b> for improving the quality of homes for residents in</p>	<p>Borough wide</p> <p>Borough wide</p> <p>Borough wide</p> <p>Carlton</p> <p>Borough wide</p>	Registered Providers, Developers



	<p>the private owner occupied sector who are living in sub standard accommodation and are either vulnerable or on a low income. This programme is risk based and reduces the likelihood of accidents in the home and poor health caused by the home environment.</p> <p>Private sector housing enforcement, for residents living in poor quality rented accommodation. Landlords have a legal obligation to ensure that the property they rent out is safe, the private sector housing team monitor this obligation and ensure that properties in the private rented sector are safe.</p> <p>Delivery of energy efficiency advice to help <b>reduce fuel poverty</b> and help deliver affordable warmth. This is currently being delivered with assistance from the 4w2w project which is a partnership scheme with Leicestershire County Council.</p>	<p>Borough wide</p> <p>Borough wide</p> <p>Borough wide</p>	<p>LCC</p>
<b>06 – Improve the quality of existing homes</b>	<p><b>Provide fuel advice</b> including switching advice, financial assistance and major adaptations to help people remain in their homes.</p> <p>Working in partnership with the County Council and Papworth Trust, offer housing advice and assistance to owner occupiers.</p>	<p>Borough wide</p> <p>Borough wide</p>	<p>LCC/Papworth Trust</p>
<b>07 – Recognise distinct communities</b>	<p>A Gypsy and Traveller Allocations Development Plan Document is to be prepared in order to meet the needs of this sector of the community. A new Gypsy and Traveller Accommodation Needs Assessment was adopted by Executive as an evidence base to support the Local Plan on 11 September 2013.</p> <p>Provision of equipment to enable the road closures to take place for Christmas Light Switch on.</p> <p>Manage an annual <b>SLA with the Rural Communities Council</b> to deliver:</p>	<p>Borough wide</p> <p>Barwell &amp; Newbold Verdon</p>	<p>Parish Councils</p>

	<p>Ongoing support for the <b>Market Bosworth Neighbourhood Development Plan</b> - specifically undertaking community consultation and engagement exercise and subsequent report. Support in completing a grant funding submission</p> <p>Support for the establishment of a <b>Good neighbourhood Scheme</b> in Desford</p> <p>Advice and guidance for all Parishes:  - Community Orchard and School Fruit Tree Project – Stoke Golding, re further development of the project  - Newbold Verdon Community Action Group re new DBS checks (Safeguarding) to support their summer events on the park, and advice and info on applying for funding/managing funding  - Community Buildings Service advice to Markfield, Ratby &amp; Groby, Bagworth, Thornton and Desford</p> <p>- Market Bosworth Village Hall - Grant Application Assessment  - Delivered a free Energy Advice Session in Desford  - Meet with representatives of a local faith group interested in learning more about the RCC and Good Neighbour Schemes and potential support available.  - Enabled Parish access to members area on RCC Web Site/ Provision of Model Hiring Agreement</p> <p>Ongoing delivery of twice annually <b>Parish Forum</b> meetings</p> <p><b>Allocation of £255,814 of New Homes Bonus</b> funding to Parishes during 2013/14</p> <p>Allocation of <b>£84,382 via the Parish and Community Initiative Fund</b> to support <b>25 projects</b></p>	<p>Market Bosworth</p> <p>Desford</p> <p>Stoke Golding</p> <p>Newbold Verdon</p> <p>Markfield, Ratby, Groby, Bagworth, Thornton, Desford</p> <p>Market Bosworth Desford</p> <p>Stanton under Bardon</p> <p>Bagworth</p> <p>All Parishes</p> <p>All relevant Parishes</p> <p>All Parishes</p>	<p>RCC</p> <p>RCC</p> <p>RCC</p> <p>RCC</p>
<p><b>08 – Protect the community by creating a safer place</b></p>	<p><b>Thornton Neighbourhood Takes Charge</b> Initiative to encourage community to improve neighbourhood. St Peter’s drive</p>	<p>Thornton</p>	<p>Police, Orbit Housing Parish Council, Street scene, Repairs, Cultural services</p>

	<p>Delivered personal safety event at Markfield Community Centre to new Mayflower Club for the elderly and their carers</p> <p><b>Awareness and prevention work</b> on ASB, drugs, hate crime and alcohol in Brookvale High School, Market Bosworth High School, St Martins, Groby Community college and Hastings. 600+ young people in rural areas have been engaged via these workshops.</p> <p>Joint operation with police and trading standards to <b>combat rogue traders</b> - 7 Traders were stopped and had paperwork checked and details taken.</p> <p><b>Illicit Tobacco campaign.</b> Poster on bus stops in rural areas and van visited many rural areas.</p> <p>A new <b>3 year Community Safety Partnership Strategy</b> 2014-17 and yearly action Plans have been put in place to ensure that actions reflect current priorities and a performance management framework is in place to ensure delivery</p>	<p>Markfield</p> <p>Burbage, Groby, Stoke Golding and Market Bosworth</p> <p>Newbold, Desford and Ratby</p> <p>Borough wide</p>	<p>Police</p> <p>Police Trading Standards</p> <p>Police, Trading Standards and fire Service</p> <p>Community Safety Partnership</p>
	<b>AIM: EMPOWERING COMMUNITIES</b>		
<b>09 – Improve health and wellbeing</b>	<p>We now offer food vouchers to customers who are suffering from severe hardship, to access food via Hinckley Foodbanks</p> <p>Policy 19; 'Green Space and Play Provision of the Adopted Core Strategy aims to ensure quantity, quality and accessibility of green space.</p> <p>Development Management Policies have been drafted which aim to safeguard open space, sport and recreational facilities in</p>	<p>Borough wide</p> <p>Borough wide</p>	

	<p>addition to natural and semi natural open spaces. These policies will be adopted through the Site Allocations and Development Management Policies DPD.</p> <p>The <b>Mental Health Strategic Co-ordinator</b> post commenced October 2013 to map and co-ordinate mental health provision and mental health promotion.</p> <p>Refresher <b>Walk Leader Training</b> delivered to volunteers supporting borough walking groups across the Borough</p> <p>The <b>Monthly Inclusive Sports Club at Sport in Desford</b> continues to be a success. This is run by H&amp;B Local Sports and Health Alliance, supported by HBBC. Average 24 attendees per session. Working with the County FA we now offer a motor skills activity as part of the offer</p> <p>Delivery of the <b>GP Referral Scheme</b> hosted at Sport in Desford, Groby and Barwell as well as Hinckley Leisure Centre. April 13 to March14 - <b>702 borough wide referrals</b></p> <p>A number of rural areas have had the <b>Healthy Handbook</b> circulated across the borough and handed out on children's schemes.</p> <p>Commenced roll out of the <b>Play programme</b> across the borough. 3 casual play workers recruited in July 2013.</p> <p>Supporting the development of stronger school-club links in Groby primary schools with South Charnwood Athletics Club. School sessions being planned for Autumn/Winter roll out.</p>	<p>Borough wide</p> <p>Borough wide</p> <p>Borough wide</p> <p>Borough wide but hosted in Desford</p> <p>Borough wide</p> <p>Borough wide</p> <p>Borough wide</p>	<p>H&amp;WP, WLCCG Public Health, LCC Changing Minds</p> <p>HBBC, Public Health, Ramblers, Macmillan Cancer Support</p> <p>H&amp;B Local Sport and Health Alliance, HBBC, LCC, Dorothy Goodman</p> <p>Public Health, Sport in Desford, Leicestershire Partnership Trust, SLM.</p> <p>Youth4U, Methodist, Baptist and C of E Churches Together</p> <p>LCC, (PAYP515) Community Houses, SLF teams</p> <p>HBBC, SSPAN, LSHA, Lady Jane Grey Primary School</p>
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	<p>Enabled roll out of <b>Sportivate funded projects</b> across the borough. Sportivate programmes aimed at getting young people into sport 11-15yrs. Projects in a number of rural areas, <b>255 young people</b> benefiting</p> <p>Promotion of the importance of Cycling and Active Travel via the <b>Annual Ride the Mallory Mile</b> event 21<sup>st</sup> June 2013 event <b>attracted 621 people</b></p> <p>As part of <b>Active Ageing Week</b> supported <b>the Over 50s Day</b> on 6<sup>th</sup> September 2013, <b>315 attended</b> with 201 people engaging in physical activity sessions (12 different sessions)</p> <p>Fit Buddies programme introduced – 26 adults and young people engaged, agencies signpost to this tailored physical activity service supporting those with mental health issues.</p> <p><b>X-plorer Families Orienteering Programme</b> a fun family challenge for children, parents and grandparents – <b>397 people engaged</b></p> <p>Sport &amp; PA funding enabled sub-commissioning to local organisations Coach Unlimited to roll out their <b>Sport Stars</b> programme. This <b>whole school programme addresses obesity hotspots</b> in these schools, specifically targeting children and their families with a high BMI. Programme commenced in September and will run until July 2014.</p> <p>Improvements in housing standards increase health and wellbeing as well as facilitating higher academic achievements and reduce costs to health.</p>	<p>Market Bosworth, Desford, Thornton, Markfield, NWHC, Mallory Park</p> <p>Borough wide</p> <p>Borough wide</p> <p>Borough wide</p> <p>Borough wide</p> <p>Borough wide</p> <p>Borough wide</p> <p>Borough wide</p>	<p>LRYSA</p> <p>Mallory Park, LFE Cycling Club, Hinckley Flyers, LCC</p> <p>Older Voices Partnership, Age UK, Green Towers, HBLSA, Community Transport</p> <p>Swanswell, Community Safety, Local Instructors, Public Health, Changing Minds, SLF, Dorothy Goodman Schools, Y4U</p> <p>Academy, Community houses, Age UK, Hinckley Running Club</p> <p>LSHA, Leics. &amp; Rutland Sport, Coach Unlimited, LCC, Public Health, Schools, Leics Nutrition and Dietetic Service.</p>
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<p><b>10 – Create and support an effective Voluntary &amp; Community Sector</b></p>	<p>Ongoing support for the development of effective <b>VCS Infrastructure support arrangements</b> in H&amp;B. Achievements in 2013/14 include:</p> <ul style="list-style-type: none"> <li>- Establishment of a <b>comprehensive VCS database</b>, following an extensive mapping exercise identifying to date, 1,200 active VCS organisations within the Borough</li> <li>- Establishment of a <b>VCS Development Forum</b> made up of 30 engaged VCS organisations who helped to shape arrangements throughout 2013/14</li> <li>- Establishment of a <b>VCS Commissioning Board</b> comprising 10 VCS representatives and 2 HBBC Executive Members</li> <li>- <b>Allocation of £20,000</b> to support the delivery of <b>10 projects</b> to help support and sustain good mental health and wellbeing within the community</li> <li>- HBBC Executive Committee approval for continuation of arrangements and funding streams for 2014/15</li> </ul> <p>Planning Policy Team is providing support and guidance to community groups who are embarking on the preparation of <b>Neighbourhood Development Plans</b>.</p> <p><b>Parish Community Resilience/Emergency Planning Event</b> November 2013: All Parish Councils invited to explain the importance of Community Resilience and how to go about obtaining this. The event highlighted to the Parishes:</p> <ul style="list-style-type: none"> <li>• the risks to their communities</li> <li>• recording the resources their communities have to provide</li> </ul>	<p>Borough wide</p> <p>Borough wide</p> <p>Borough wide</p> <p>All Parishes</p>	<p>Next Generation Community Connects/Community Action Hinckley &amp; Bosworth</p>
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	<p>self-help during a crisis</p> <ul style="list-style-type: none"> <li>identifying those in their communities that may require assistance and support</li> <li>considering local coordination &amp; communication</li> </ul> <p>Seven attendees from 5 Parishes; Sheepy, Groby, Desford, Carlton and Sutton Cheney attended.</p> <p>Assisted sports clubs in rural areas with successful grant applications including: Sport in Desford, Markfield Community and Sports Centre, Market Bosworth RFC. <b>44 successful bids</b> bringing in a total of <b>£499,516 funding coming into the Borough</b></p> <p><b>Early help fund launched</b> targeting early help interventions for YP 11-19yrs/25 with a special needs 515 fund prioritising rural provision</p> <p>Distribution of <b>£1900 funding to local groups</b> and organisations via the <b>Summer Activities Fund 2013</b>. Projects funded include: play scheme in Markfield, Arts and Crafts in Desford</p> <p>Continue to support roll out of <b>recreational learn to run sessions</b> across the Borough, now being run by volunteers. Supported 5 new run leaders, who have set up and run their own sessions across the Borough.</p>	<p>Sheepy, Groby, Desford, Carlton, Sutton Cheney</p> <p>As detailed</p> <p>Markfield, Desford</p> <p>All Parishes</p> <p>Borough wide</p>	<p>RFU, Leicestershire &amp; Rutland Sport, various sports clubs</p> <p>Local run leaders, Hinckley running club, Run England, LRS</p>
<p><b>11 – Improve confidence, perception and pride in communities</b></p>	<p><b>Thornton Neighbourhood action facility</b> approved for 12 months to help the community improve outcomes for the area and individuals</p> <p><b>Centre Stage and Centre Screen</b> continues to thrive in community venues across the Borough, managed by a dedicated team of volunteers</p>	<p>Thornton</p> <p>Botcheston, Desford, Market Bosworth, Stioke Golding, Twycross,</p>	<p>Volunteers, LADOF</p>

	Supported delivery of SSPAN Level 2 school sport competition programme. Provides a structure for school competitions creating a sense of pride	Bagworth Borough wide	SSPAN, Schools, Clubs, Everyone Active
	<b>AIM: SUPPORTING INDIVIDUALS</b>		
<b>12 – Identify and support the most vulnerable people</b>	<p>Private Sector Housing team to continue to identify and target hard to reach households to offer advice and financial assistance.</p> <p>HBBC <b>domestic abuse outreach service has had 53 referrals</b> for support <b>from rural areas</b> during this financial year</p> <p>HBBC <b>children’s worker</b> has completed <b>therapeutic work</b> with 4 children from rural areas who have witnessed domestic abuse (this is out of 11 total across the borough)</p> <p>We have received <b>20 referrals to the Safe at Home Scheme</b> from rural areas. This scheme has increased safety in the home for individuals have been referred for the following reasons: Victim of crime in the last 12 months, domestic abuse, victim of ASB, risk of harm. Impact on Individuals: <b>Safety score average 1 before work to 9 after completed work</b> (with 0 being unsafe and 10 being safe).</p> <p>The Community safety team are working with the county to increase the <b>reporting of hate incidents</b> and raise awareness of hate crime.</p> <p>Work has taken place this year promoting reporting and <b>awareness of hate crimes</b>. This work has been done across the borough. All parishes were given information and asked to come on board as signposting centres, so that they can signposting people who have been victims of hate crime to reporting</p>	<p>Borough wide</p> <p>Rural areas borough wide by need</p> <p>Rural areas by need</p> <p>Rural areas by need</p> <p>All parishes</p>	<p>Schools</p> <p>Leicester City Council/ PCC</p> <p>Police/County</p>



	<p>pathways.</p> <p><b>618 cases of homelessness were prevented this year</b> helping to reduce the use of temporary accommodation and the negative impact of homelessness on households</p> <p>We offer large print and audio versions of all our correspondence and we also offer translation facilities.</p> <p>HBBC support the countywide First Contact referral scheme</p>	<p>All parishes</p> <p>Borough wide</p> <p>Borough wide</p>	
<b>13 – Reduce the impact of poverty to improve health &amp; wellbeing</b>	<p>HBBC offer <b>food vouchers</b> to customers who are suffering from severe hardship to access emergency food via the Hinckley Foodbanks</p> <p>Customer services supported the No Smoking initiative set up by the County</p> <p>During 2013/14 Executive and Scrutiny members supported the introduction of a <b>Anti Poverty Policy Statement</b> aligned to the Corporate Plan, setting out HBBCs commitment and approach to mitigating poverty, and to mainstream the work arising from the previous Anti Poverty Strategy. Arising from this an annual report will be presented to members, detailing outcomes, to subsequently inform service improvement plans</p> <p>Ongoing support for the development, delivery and ongoing promotion of our <b>local Clockwise Credit Union provision</b>. During 2013/14 take up in membership and affordable loan provision has continued to increase. The total figure for <b>loans</b> since the establishment of this local provision is <b>£141,903</b> at December 2013, and a total <b>savings</b> balance of <b>£77,814</b>. From April 2013 a <b>new access point</b> has been established in <b>Hinckley Town Centre</b> at the Next Generation building, with footfall continuing to rise. Following a presentation a Scrutiny Commission in February 2014, and refreshed communications and</p>	<p>Borough wide</p> <p>Borough wide</p> <p>Borough wide</p> <p>Borough wide</p>	<p>Foodbank</p> <p>Clockwise Credit Union</p>

	<p>promotions strategy is being developed for 2014/15, which will include arrangements for further engagement in rural localities.</p> <p><b>Fuel poverty support</b> Signpost people receiving a service from Private Sector Housing for benefit advice and to check entitlement, and specifically people in fuel poverty.</p> <p><b>A programme of fuel poverty reduction and green deal</b> promotion was launched in January 2013 following a successful funding bid from DECC. This programme, managed by HBBC for the district councils of Leicestershire and Rutland</p> <p>Provision of a <b>Warm Homes Officer</b>, (as a result of Department of Energy and Climate Change Funding) providing help and advice re affordable warmth through visits to <b>over 300 households</b>, with positive outcomes including:</p> <ul style="list-style-type: none"> <li>- identifying tariff savings of up to <b>£300 per annum</b>, (and in one case £650 per annum)</li> <li>- <b>72 households</b> benefited from <b>emergency boiler repairs</b> and repairing faulty window</li> <li>- 22 boiler replacements</li> <li>- 26 low cost energy efficiency improvements</li> <li>- 116 households referred to the CAB and <b>78 received £149 towards fuel arrears</b> through Clockwise Credit Union</li> <li>- <b>27 Households</b> received 1 or more, <b>£49 paypoint vouchers</b> for those on pre payment meter.</li> <li>- <b>39 Solar P.V. panels installed</b></li> <li>- 17 fuel (LPG, Oil, Coal) deliveries to those in rural, off gas areas</li> <li>- Referrals to emergency electric heater and water heater for those in a crisis without heating or hot water</li> <li>- <b>100+ applications</b> to the <b>Warm Home Discount Scheme</b></li> <li>- 25+ referrals to Energy Companies Obligation for a replacement boiler</li> </ul>	<p>Borough wide</p> <p>Borough wide</p> <p>Borough wide</p>	<p>DEEC</p> <p>DEEC</p>
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	Unfortunately, this post is due to finish on 2 <sup>nd</sup> May 2014, as the external DEEC funding will cease. The council is exploring every avenue to continue		
<b>14 – Deliver the Supporting Leicestershire Families programme</b>	<p><b>11</b> Supporting Leicestershire Families <b>Workers, have supported 67 families, and 284 individuals (103 adults, 181 children)</b></p> <p>Recruitment of the <b>Families, Physical Activity and Play Coordinator post</b>. The role works alongside the SLF team in supporting and signposting families into a healthier lifestyle around nutrition, sport and physical activity <b>60 individual engaged to date</b></p>	<p>Borough wide targeted programme</p> <p>Borough wide</p>	<p>SLF/LCC, LRS, Everyone Active, local sports organisations</p>
<b>15 – Identify and plan to meet the needs of the aging population</b>	<p>Working with partners review the delivery of services within Private Sector Housing to ensure that timely action is taken to reduce interventions from health and Social Care.</p> <p><b>Provision of sheltered housing schemes in rural areas:</b> Ambien Court – Market Bosworth, Mayflower Court – Markfield, Centurian Court – Ratby, St. Giles Close – Barlestone.</p> <p><b>Provision of lifelines from control centres</b> to people in both urban and rural areas.</p> <p><b>Tenancy Support Officer</b> in place to help support tenants to remain in their homes.</p> <p>As part of Active Ageing Week, supported the <b>Over 50s day</b> on 6<sup>th</sup> September 2013. <b>315 attended</b> with 201 people engaged in physical activity sessions</p> <p><b>Older Person Physical Activity group</b> being piloted at Sport in Desford twice a month. Activities include Tennis, Table tennis, New Age Curling, and Gentle exercise</p>	<p>Borough wide</p> <p>Market Bosworth, Markfield, Ratby, Barlestone</p> <p>All Parishes</p> <p>All parishes</p> <p>Borough wide</p> <p>Desford</p>	<p>Age UK</p> <p>Age UK</p> <p>Older Voices partnership, Age UK, Green Towers, HBLSA, Community Transport</p> <p>Public Health, Sport in Desford</p>

<p><b>16 – Give children and young people the best start in life</b></p>	<p>We are part of the Countywide Breast Feeding Scheme</p> <p>Children thrive in good quality warm homes, work with partners to Private Sector Housing targets households where children live offering advice and financial</p> <p><b>A new skate park opened in Markfield</b> on 14<sup>th</sup> September 2013 at Markfield Community Sports Centre</p> <p><b>Snap Dragon children and families festival</b> and national play day held in first week of August 2013 with <b>8500 attendees</b></p>	<p>Borough wide</p> <p>Borough wide</p> <p>Markfield</p> <p>Borough wide</p>	<p>Markfield Parish Council, Markfield CSC, Markfield Association</p> <p>LCC, Youth4U, Libraries, Voluntary Group, Hinckley BID</p>
<p><b>17 – Encourage responsible citizenship</b></p>	<p><b>Youth 4U recruited young people from across the District</b></p> <p><b>Supporting student sport</b> leadership/coaching/officiating/volunteer programmes being rolled out across the Borough, led by Bosworth Academy. Providing a pathway for students to develop their skills</p> <p>Successful local democracy event and voice work</p>	<p>Stoke Golding, Newbold Verdon, Groby</p> <p>Borough wide</p> <p>Borough wide</p>	<p>Youth4U, LCC</p> <p>SPPAN, Bosworth Academy, LRS</p> <p>Bosworth High School, and young people from Shenton, Newbold Verdon, Shackerston, Congerstone</p>
<p><b>18 – Effective, efficient and pro-active services</b></p>	<p><b>Food safety interventions – 153</b> Health and safety interventions – 58 Licensing Act 2003 and Gambling Act 2005 – <b>compliance Inspections - 45</b></p>	<p>Rural Parishes</p>	
<p><b>19 – Accessible services for all</b></p>	<p>Computer and telephones available for the public to use in our</p>		

	<p>reception.</p> <p><b>Markfield Community and Sports Centre touch down</b> point continues to be well utilised and gives people in this rural locality ease of access to council services</p>	Markfield	
<b>20 – Open and transparent communication</b>	<p>The <b>Planning Policy Team</b> prepare a <b>quarterly e-newsletter</b> for Councillors and Parish Councils to ensure they are aware of the work which is underway within the team and sign post work on the web site.</p> <p><b>Environmental Services and Cultural Services</b> develops and circulates a <b>quarterly e- newsletter</b> to elected members and parishes providing an ongoing update on delivery and provision of services across the Borough</p> <p>Housing Services will be producing a quarterly e-newsletter for elected members from April 2014</p>	<p>All Parishes</p> <p>All Parishes</p>	
<b>21 – Valuing partnerships</b>	<p>We work along side <b>our partners Social Services and DWP</b> within 'The Hub' to ensure a better customer experience.</p> <p>The regeneration team continues to work in partnership in delivering many projects, including working with closely with Leicestershire County Council and the <b>Cross-Border Delivery Partnership</b>. The team also works closely with the Leicester and <b>Leicestershire Enterprise Partnership</b> who are now the lead in delivering the Strategic Economic Plan Funding, European Funding etc.</p> <p>HBBC continues to support and facilitate the work of the H&amp;B <b>Local Strategic Partnership (LSP)</b>, which brings together senior representatives from each of the key stakeholder organisations providing local services, including LCC, police, public health, private sector, the voluntary and community sector. The LSP Board is supported by a range of key delivery partnerships: Community Safety, Town Centre, Health &amp;</p>	<p>Borough wide</p> <p>Borough wide</p>	<p>LCC, JCP</p> <p>LLEP, LCC, Cross-Border Delivery Partnership</p> <p>LCC, Police, Public Health, VCS, Private Sector</p>

	<p>Wellbeing, Think Family and Employment &amp; Skills, who deliver on the Community Plan priorities. These partnerships provide regular reports to the LSP Board, and where appropriate the LSP makes recommendations to improve delivery arrangements and performance, which will include a challenge on delivery in rural localities.</p> <p>The recruitment of the Families, Physical Activity and Play Coordinator post is good example of <b>embedded partnership work</b>, working alongside SLF team to support and sign post families to healthier life styles. To date 60 individuals engaged</p>	Borough wide	SLF/LCC
<b>22 – Valuing diversity</b>	<p>Ongoing support for the H &amp; B <b>Community Relations Forum</b>, and the delivery of twice yearly Forum events, aimed at eliminating discrimination and building better community relationships</p> <p>Continued delivery of the HBBC action plan following an independent review of the authority’s compliance with the Equality Act 2010, in particular in relation to our duty to have due regard to disability equality, and to eliminate harassment of disabled people</p> <p>In relation to the above ongoing support for the <b>Independent Voices Group</b>, a bi monthly group supporting adults with learning disabilities</p>	<p>Borough wide</p> <p>Borough wide</p> <p>Borough wide</p>	LCC
<b>23 – Move towards early intervention and prevention</b>	<p>Customer Services make many referrals regarding customers we see who we feel are vulnerable or at risk.</p> <p><b>Awareness and prevention work on ASB</b>, drugs, hate crime and alcohol in Brookvale High School, Market Bosworth High School, St. Martins, Groby Community College and Hastings <b>600 + young people in rural areas have been engaged via these workshops</b></p> <p>Sport and Physical Activity funding enabled sub commissioning to local organisation Coach Unlimited to roll out Sport Stars. This whole school programme addresses obesity hotspots in schools</p>	<p>Burbage, Groby, Stoke Golding and Market Bosworth</p> <p>Borough wide</p>	LSHA, Leics Rutland Sport, Coach Unlimited,

	<p>targeting children and families with high BMI</p> <p><b>Launch of Early Help Grant</b> targeting early help interventions for YP 11-19yrs/25 with a special needs 515 fund prioritising rural provision</p>	<p>Borough wide</p>	<p>LCC, Public Health, Schools, Leics Nutrition and Dietetic Service</p>
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## **SCRUTINY**

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

#### **RE: HOUSING REPAIRS REVIEW**

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#### **1 PURPOSE OF REPORT**

To provide members with an update on the Housing Repairs Service and progress against the Action Plan produced in response to two reviews.

#### **2 RECOMMENDATIONS**

- That members note the report and welcome the progress made by the Housing Repairs Service.

#### **3 BACKGROUND TO THE REPORT**

- 3.1 In December 2010, the Council agreed to provide the Responsive Repairs Service “in-house” following many years of outsourcing. This was primarily to regain more effective control of the service and ensure value for money.
- 3.2 The service transferred from Willmott Dixon to the Council in September 2011.
- 3.3 It was anticipated that the transfer may present some challenges but that ultimately, the customers should not suffer as a consequence. Therefore, the focus was to maintain service delivery and as a consequence, anything deemed to be “administrative” became secondary. Furthermore, this was exacerbated by a significant lower than expected number of staff transferring from the previous contractor Willmott Dixon.
- 3.4 During 2012/13, it was noted by the Finance Team that the budgets for both programmed and responsive repairs were considerably under-spent.
- 3.5 Following preliminary investigation, it was established that the main reason for this under spend was actually backlog of “work in progress” held within Orchard (Housing Repairs System). This related to jobs that were in the various stages of completion and have yet to be closed off for payment on Civica (Financial Management System).
- 3.6 To understand the reasons for the backlog, Internal Audit (IA) were asked to complete a specific review based on sample testing of the backlog, plus a sample of paid contractor invoices. This was also to identify any potential control weaknesses.
- 3.7 From the IA Review, there were a number of key findings which demonstrated weaknesses in the application of the control systems that were in place.
- 3.8 In addition, a neighbouring Local Authority was requested to support the review process by completing a high level Peer Assessment of the Service. This independent review was undertaken by North West Leicestershire District Council (NWLDC) and the final report included a number of findings and recommendations.

- 3.9 In response to both independent reviews and a further internal financial review by the Head of Finance, an Action Plan was developed to address the issues identified. This Plan is attached as Appendix 1 and delivery against this Plan has been monitored by senior management and the Finance, Audit & Performance Committee.
- 3.10 Delivery of the Action Plan is now complete and has also been verified by the most recent IA review. The latest IA report is attached at Appendix 2. However, service improvements continue to be identified and implemented as part of the Service Improvement Plan process. Service improvements planned for 2014/15 include:
- Improve void turnaround times
  - Procure contractor to support delivery of void works
  - Increase number of responses to Customer Satisfaction Questionnaires
  - Launch Tenant Repairs Handbook

#### **4 IN-HOUSE SERVICE DELIVERY**

- 4.1 The council's housing stock currently consists of approximately 3,334 homes, including 11 warden assisted complexes and one temporary accommodation complex.
- 4.2 In the year 2013/14. the In-House service carried out the following works:

<b>Description</b>	<b>2013 / 2014</b>
General Dwelling	8034
Bathroom Works	122
Environmental Works	108
Flooring Works	36
GRP Doors	12
Kitchen Upgrade	97
Kitchen Works	18
Major Void Enhancements	155
Roofing Works	73
Room Refurbishment	8
Storm Damage	16
Timber Door replacement	42
Ventilation Works	41
Disabled Adaptation	1
<b>Total:</b>	<b>8763</b>

- 4.3 Of the general responsive repairs shown, this can also be shown by trade:

<b>Description</b>	<b>2013 / 2014</b>
<b>General Dwelling</b>	<b>8034</b>
Bricklayer	240
Carpenter	2235
Central Heating	0
Disabled Adapt	0
Electrician	1653

Flooring	66
Glazier	0
Labourer	388
Painter	252
Plasterer	296
Plumber	2855
Pvcu Windows	0
Roofer	39
Specialist	10
<b>Total:</b>	<b>8034</b>

4.4 Responsive Repairs are placed into one of four categories (examples of the type of work that falls into each category are provided within Appendix 3):

- Priority 1 – Emergency Work (to be carried out within 24 hrs)
- Priority 2 – Urgent Work (to be carried out within seven days)
- Priority 3 – Routine Work (to be carried out within 20 working days)
- Priority 4 – Planned (to be carried out within 13 weeks)

4.5 Of the General Dwelling Responsive Repair works shown above, they were categorised as follows:

Description	2013 / 2014
<b>General Dwelling</b>	<b>8034</b>
1	1469
2	3234
3	2105
4	1224
Other	2

4.6 Performance against each of the priorities is monitored and challenged on a monthly basis. Since the creation of a Finance & Performance Officer post within the service (as part of the restructure), we are able to produce and analyse performance data more effectively. At the time of the reviews taking place, performance against priorities was poor. At the end of financial year March 2012/13 it was as below:

- 82.95% of Priority 1 jobs completed in time
- 91.77% of Priority 2 jobs completed in time
- 68.82% of Priority 3 jobs completed in time
- 68.81% of Priority 4 jobs completed in time

4.7 In March at the end of financial year 2013/2014 the performance against priorities are as below:

- 100% of Priority 1 jobs completed in time
- 94.33% of Priority 2 jobs completed in time
- 43.53% of Priority 3 jobs completed in time
- 29.31% of Priority 4 jobs completed in time

- 4.8 The Priority 2 works that failed to meet target comprised 17 jobs consisting of Plumbing, Carpentry and Electrician works that were all completed on average within 19 days.
- 4.9 This has now significantly improved and for jobs completed in May 2014 was as shown below:
- 100% of Priority 1 jobs completed in time (↑ 17.05% on March 2013)
  - 99.54% of Priority 2 jobs completed in time (↑ 7.77% on March 2013)
  - 83.42% of Priority 3 jobs completed in time (↑ 14.6% on March 2013)
  - 84.31% of Priority 4 jobs completed in time (↑ 15.5% on March 2013)
- 4.10 In this instance there was only one Priority 2 job that failed target which was a plumbing job that was completed in 13 days.
- 4.11 Since the restructure has been put in place, all posts have now been recruited to and the focus is now improving performance on the Priority 3 and 4 jobs as the required resources are in place.
- 4.12 Customer satisfaction levels are also monitored by the review of completed questionnaires following the completion of work. This has remained high (in the upper quartile) and is currently being reported at 91.54% which is above the target of 90%. We are now also able to analyse customer satisfaction by trades. This helps identify potential issues and is also shared with the engineers as a motivation tool.
- 4.13 All of the above is delivered with an In-House Service Delivery Team of 24 engineers (including two Working Supervisors).

## **5 COSTS OF THE SERVICE**

- 5.1 Each individual job raised has a cost attached from an agreed Schedule of Rates (SOR). When the service was brought back in-house, a 20% uplift was applied to the bespoke SOR which had last been used in 2003 by contractors N & L and Quadron who each undertook one area of the Borough. The 20% uplift was calculated as the approximate inflation level that should be applied and took effect in 2011. The Business Case for returning the service in-house was focused on costs and not cost recovery and therefore did not consider the impact the SOR could have on the in-house contractor trading account.
- 5.2 Since the service was brought in-house, there was an assumption of a break even position on the trading account, however in practice it was running at a deficit. Whilst the Housing Repairs Account overall was still generating a "profit", we needed to understand if the charging mechanism in place with the SOR would explain the deficit. As part of the Action Plan, a review of the SOR was undertaken by the Chartered Institute of Housing.
- 5.3 The Chartered Institute of Housing (CIH) were commissioned to complete a review of the SOR with a focus on two key areas:
- An assessment of the value for money of the SOR and how it compared to other providers across all housing sectors

- Guidance on whether the SOR enables the Council to recoup costs including support service recharges that have been applied for the first time

5.4 In terms of high level findings, the CIH reported the following:

- The bespoke Schedule as priced was unlikely to enable the Service to generate sufficient revenue to recover the value required and needed adjustment in order to achieve this.
- The analysis of the bespoke SOR indicated that the pricing levels were well below the current market levels and well below the National Housing Federation (NHF) Schedule 6.1 base rate. The NHF Schedule is just over 30 per cent higher than the bespoke SOR. This means that if the work was priced at the base level for the NHF Schedule it would generate just over 30% more income.
- There are also a number of income and productivity monitoring measures that should be put in place to operate on a more commercial basis.

5.5 Through modelling, we have demonstrated that an increase of 32.27590% applied to the SOR would enable the Service to recoup costs and operate on a break even position. This therefore justifies an uplift of 30% in line with the NHF schedule. An uplift of 30% is therefore being applied for all work completed by the Service from 1<sup>st</sup> April 2014. Whilst it is acknowledged that there are differing rates available on the open market, the CIH report supports this approach, along with the introduction of some commercial operating measures.

5.6 The service has introduced some of the commercial indicators and we will be able to benchmark these through our Housemark membership once their reporting is available. We expect this report to be available later in the financial year. However, CIH were able to validate that the performance measures reported earlier in the report were indeed good compared to the rest of the sector.

5.7 One area we have been closely monitoring is the average void cost. Through the introduction of more controls, efficient working and reinforcing the current void standard we have been able to reduce the overall average as shown below.

<b>Description</b>	<b>2012 / 2013</b>	<b>2013 / 2014</b>
Average Void Cost (In-House)	£3,065.76	£2,695.16
Total Number Of In-house Void Properties	153	140

5.8 This is a difficult measure to benchmark as void standards vary significantly between organisations.

5.9 Accurate job costs are vital to the service for understanding where efficiencies can be made and in particular for measuring engineers' productivity. A contractor ICT system has been procured and implementation is due to start late August 2014. This system will allow jobs to be automatically allocated to engineers through their PDAs, thereby reducing the administration required in paper records and reduce errors. to resord time on their PDA which will

5.10 Importantly, all engineers' time (both productive and non-productive) per job will be recorded on the PDAs, as will the materials used. Together with any other costs agreed to be included, such as vehicles, will be used to determine actual job costs.

5.11 Job costs will then need to be scrutinised to identify areas for savings and any significant variance to the SOR.

## 6 FINANCIAL IMPLICATIONS (KP)

### Revenue Budget

6.1 The Housing Repairs Account has been established as a separate account within the Housing Revenue Account through which all income and expenditure relating to revenue repairs pass through. The original 2013/2014 budget and provisional outturn for the account is outlined below, along with the budget for 2014/2015

	<b>2013/14</b>	<b>2013/14</b>	<b>2014/15</b>
	<b>Original Estimate</b>	<b>Provisional outturn</b>	<b>Original estimate</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Administration Expenditure	744,820	572,935	714,450
Programmed Repairs	555,410	487,968	558,600
Responsive Repairs	1,058,655	941,639	1,202,655
<b>Gross Expenditure</b>	<b>2,358,885</b>	<b>2,002,543</b>	<b>2,475,705</b>
Contribution from HRA	-3,032,000	-3,031,992	-3,192,165
Interest on balances	-2,480	-1,660	0
Other income	0	-3,177	-2,010
IAS 19 adjustment	-1,750	-122	-4,030
Accumulated absences	0	-994	0
<b>Gross income</b>	<b>-3,036,230</b>	<b>-3,037,945</b>	<b>-3,198,205</b>
<b>Operating (surplus)/deficit</b>	<b>-677,345</b>	<b>-1,035,402</b>	<b>-722,500</b>
Contribution to Reserves	693,577	693,578	720,000
Carry forwards	0	100,000	0
<b>Net (surplus)/deficit</b>	<b>16,232</b>	<b>-241,824</b>	<b>-2,500</b>

6.2 The approved Housing Repairs Account budget forecast that £16,233 would be taken from the account balance in 2013/2014. The draft outturn position for the housing repairs account shows a provisional surplus of £241,824 (a net under spend against original budget of £258,056). This has principally arisen because of lower than anticipated contract costs and demand. As outlined in 5.1-6 the recent review of the SOR identified that the Council's charging structure is significantly lower than the market rate. The "bottom line" position of the Housing Repairs account should be considered in conjunction with the contributions that have been made to reserves. The Housing Repairs Account has achieved an "operating surplus" in 2013/2014 of £1,035,402 and a surplus of £722,500 is budgeted for the current year. This position has allowed the Housing Repairs Account to contribute over £1.4million to the wider HRA Regeneration Reserve to fund future capital spend on Affordable Housing and housing improvement.

## Capital budget

- 6.3 The Housing Repairs Account had an approved capital programme for 2013/2014 of £2,995,022. Following various virements in year, the total capital programme has achieved a small under spend of £8,868. The capital programme for 2014/2015 is detailed below. The programme going forward now includes £120,000 per annum for enhancement works for Kitchens and Bathrooms, achieve through the structuring of the HRA Investment Plan

	<b>2014/2015</b>
	<b>£</b>
Stock Condition Schemes	3,149,670
System upgrades	37,210
Adaptation for Disabled People	297,250
Enhancement works	120,000
<b>Total</b>	<b>3,604,130</b>

## **7 LEGAL IMPLICATIONS (EH)**

There are no legal implications as the report is for noting only.

## **8 CORPORATE PLAN IMPLICATIONS**

The Housing Repairs Service significantly contributes to the delivery of “Decent, Well Managed and Affordable Housing”

## **9 RISK IMPLICATIONS**

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

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

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

<b>Management of Significant (Net Red) Risks</b>		
<b>Risk Description</b>	<b>Mitigating Actions</b>	<b>Owner</b>
Variances to Housing Repairs Account	Operational controls are in place to minimize additional expenditure. Reconciliations are taking place on a regular basis between the operational system and the financial system.	Julie Kenny

## **8. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS**

None.

## 9. **CORPORATE IMPLICATIONS**

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

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

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Background Papers:	None
Author:	Julie Kenny (Chief Officer (Finance, Resources & Housing Repairs))
Executive Member:	Councillor KWP Lynch Councillor M Mullaney





Hinckley & Bosworth  
Borough Council

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**Appendix 1**



## Hinckley & Bosworth Borough Council Housing Repairs Action Plan

Key Task	Target Date	Comments
AP1. Clear historical backlog of jobs through the Orchard System.	Ongoing	<b>Complete</b>
AP2. Review structure and allocation of budgets.	31/03/2013	<b>Complete</b>
AP3. Work in Progress (WIP) within the Orchard System is to be analysed and monitored.	31/01/13	This is now done routinely as part of the performance management and budget monitoring process.  <b>Complete</b>

Key Task	Target Date	Comments
AP4. Map existing processes for responsive repairs.	15/03/2013	<b>Complete</b>
AP5. Update Service Procedures and Controls.	30/06/2013	Day to day procedures have been reviewed, updated and implemented. These procedures require prompt delivery and closure of jobs on the system based upon new procedures adopted by the engineers. The review has also identified additional policies that were required, such as Acceptable Vehicle Usage and operational requirements regarding engineers' availability.  <b>Complete</b>
AP6. Review use of Schedule of Rates and Job Cost Data.	31/03/13	<b>Complete</b>
AP7. Training.	Summer 2013	<b>Complete</b>
AP8. Develop Procurement Plan.	31/03/13	<b>Complete</b>
AP9. Review Invoicing Procedures.	28/02/13	<b>Complete</b>
AP10. Review staffing structure.	31/03/13	<b>Complete</b>

Key Task	Target Date	Comments
AP11. Introduce Performance Management.	31/05/13	Performance Indicators now being monitored: <ul style="list-style-type: none"> <li>• Customer Satisfaction</li> <li>• Priority 1 jobs completed within target</li> <li>• Priority 2 jobs completed within target</li> <li>• Priority 3 jobs completed within target</li> <li>• Priority 4 jobs completed within target</li> </ul> These will now be reviewed and expanded to include those from CIH. <b>Complete (but being monitored)</b>
AP12. Review pre and post inspection regime.	30/04/13	<b>Complete</b>
AP13. Complete "health check" of Orchard System and data.	31/07/13	<b>Complete</b>
AP14. Consideration to diagnostic software.	30/06/13	<b>Complete</b>
AP15. Manage risk of overspend.	28/02/13	New procedures and budget monitoring arrangements are in place to address this. However, it is always being reviewed.  <b>Complete but always subject to review</b>

**Appendix 2**

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**Date:** 27 February 2014

**To:** Julie Kenny Chief Officer (Finance, Resources and Housing Repairs)

**Cc:**

**From:** Tim Ridout Chief Internal Auditor

**Re:** **Housing Repairs**

---

Dear Julie,

As part of the 2013/14 Internal Audit Plan, it was agreed that CW Audit would undertake an internal audit review of Housing Repairs.

**Background**

The operation of effective management controls in relation to Housing Repairs is important to the sound management of the finances of the Council i.e. in ensuring that the significant financial spend is used effectively and efficiently, and is also important reputationally and in terms of good service provision to tenants. Concerns in relation to the controls around ordering on the Orchard system, and spend were highlighted in 2012 and, with assistance from Internal Audit, management reviewed the service and put in place an improvement plan to address the concerns and ensure compliance with budget and expected service levels. This review aims to provide updated independent assurance on these matters.

**Scope and coverage**

Our engagement letter issued on 25<sup>th</sup> November 2013 set out the scope and coverage of the review. We have sought to provide assurance around the following control objectives:

- Priced, suitably authorised orders are raised (on the Orchard system) in advance of the works for each repair job

- Management have put in place sound processes to ensure payment is only made for works completed in relation to properly ordered jobs
- Management have put in place arrangements to ensure clarity in relation to job prices e.g. schedules of rates wherever possible, specific quotations in other cases
- Repair job data on the Orchard system is accurate and up to date with specific regard to job completion, costs and work carried out on each job
- Management have implemented effectively, and have processes to ensure continued implementation of, the improvement plan put in place following review of the service during 2012/13
- Arrangements to carry out repairs to void properties prior to re-let seek to obtain best value for money from such repairs, and management have assurance on this matter.

## Findings

Significant progress has been made to implement the improvement plan put in place following the review of the service during 2012/13. The historical backlog of jobs with a financial impact has been cleared and new procedures introduced to ensure that jobs are completed in a prompt fashion on the system. A new methodology for budget monitoring has been developed and regular meetings between the service and the Finance Team allows for a more accurate forecast position. A Procurement Plan has been developed and a review of the Schedule of Rates has been commissioned and is due for completion by the end of January 2014.

Testing was carried out to ensure that any jobs with a zero value entered onto the system were appropriate. 17/20 were found to be appropriate, 3/20 were not due to inputter error and a potential systems error. The detailed findings can be found in appendix one.

Testing was carried out to ensure that orders were costed in accordance with schedules of rates or allocated to external contractors who had been part of past tender exercises. It was noted that glazing work had been allocated to a contractor that had not been market tested. However, it is noted that this requirement is part of the Procurement Plan for 2014 and hence no recommendation had been made.

The number of voids and the costs for voids are being closely monitored and the budget set for 2014/15 takes into consideration the increase in electrical costs as a result of the change in Regulations. Budget monitoring for 2013/14 indicates that the service should be within the budget spend allocated.

From the void monitoring spreadsheet it was noted that of the 145 voids turned around during 2013/14, only 15 of these were within the target of 28 days. The detailed findings and recommendations relating to this issue can be found in appendix one. However, the completion within targets for priority 1 and 2 jobs is improving as seen in the table below.

The following figures were obtained showing the achievement of targets:

Priority	Percentage completed within target November 2013	Percentage completed within target December 2013
1	100	100
2	87	88

## Conclusion

We have raised two exceptions in relation to the above control objectives and full details of the findings, associated risks and recommendations are set out in Appendix One to this letter. The level of risk associated with the audit findings has been ranked in accordance with the definitions detailed in Appendix Two. The results of this review have been discussed with the Chief Officer (Finance, Resources and Housing Repairs). Action to resolve control weaknesses has been agreed where necessary.

In summary we are able to confirm that the Authority has implemented the improvement plan as agreed and has processes in place seeking to ensure continued implementation for those areas ongoing.

The results of this review, together with any managerial comments, have been used to draw up this finalised management letter and action plan. The final letter and action plan will be reported to the Finance, Audit and Performance Committee for information.

I trust you find this letter helpful in providing assurance on the Housing Repairs service. If you would like to discuss further please do not hesitate to contact me.

Yours sincerely

**Tim Ridout**  
**Chief Internal Auditor**

## Detailed findings and action plan

Expected Control	Audit Finding	Risk	Risk Ranking	Recommendation	Response	Who	When
<u>1.1 Zero Valued Jobs</u>	<p>As at the end of October, 2234 jobs were shown on the Orchard system where job cards had been raised, 861 of these did not have order values entered. As per discussions with the Housing Repairs Officer, it is appropriate that in some cases a job will be raised with a value of zero, for example if part of a major project or part of an annual contract or raised by the Call Centre. A sample of 20 job cards issued with no order value entered were selected for testing to ascertain reasons.</p> <p>It was noted that:</p> <ul style="list-style-type: none"> <li>• 5/20 were for major projects - a responsive repairs job is raised to generate a customer satisfaction questionnaire.</li> <li>• 11/20 were investigatory visits for which the price would not have been known at the time.</li> <li>• 1/20 jobs were correctly entered but the SOR code was not picked up.</li> <li>• 2/20 were inputter error where call out fees and specialist day rates should have been entered onto the system.</li> </ul>	Inaccurate information held.	3	<p>a) Staff should be reminded that prices should be entered against jobs when call out fees and day rates apply.</p> <p>b) The potential system error where a job was correctly entered but the SOR code was not picked up should be investigated.</p>	<p>All staff have received a briefing update on procedures. This is also being checked by the Tenant Liaison &amp; Help Desk Team Leader on a periodic basis.</p> <p>The system error has been raised with the System Admin to address.</p>	Julie Kenny	February 2014

Expected Control	Audit Finding	Risk	Risk Ranking	Recommendation	Response	Who	When
<b>2. Targets</b>	<p>Targets are set for different types of repairs:</p> <p>Priority 1 = 24 hours            Priority 2 = 7 days            Priority 3 = 25 days            Priority 4 = 75 days            Kitchen/Voids = 21 days</p> <p>From the sample of paid invoices it was noted 6/10 had not been completed within the target times and of these 3 did not have any explanatory notes on the system giving reasons for overruns.</p> <p>From the void monitoring spreadsheet it was noted that of the 145 voids turned around during 2013/14, 15 of these were within the target of 28 days.</p> <p>We are advised that processes have recently been put in place to ensure that targets are met.</p>	Lack of audit trail.	3	<p>a) Explanatory notes should be entered onto the Orchard system giving reasons for overruns to enable performance monitoring. Targets should be altered for events occurring outside of the Team's control, for example tenant availability.</p> <p>b) Management should review targets for voids to ensure these remain realistic.</p>	<p>All staff have received a briefing update on procedures. This is also being checked by the Tenant Liaison &amp; Help Desk Team Leader on a periodic basis and is reported to the fortnightly service management meeting.</p> <p>This is being addressed during the Service Planning Process and will be formally agreed by April 2014.</p>	<p>Julie Kenny</p> <p>Julie Kenny</p>	<p>Feb 2014</p> <p>Apr 2014</p>



## Appendix 3

### REPAIR PRIORITIES

When you report a repair it is placed in one of the following four categories:

- Priority 1: Emergency work
- Priority 2: Urgent work
- Priority 3: Routine repair work
- Priority 4: Planned work

Priority 1 - **Emergency work** is dealt with within 24 hours. Typical emergency jobs include:

- Blocked drains
- Blocked toilets (where there is only one toilet in the property)
- Total heating failure (involving frail or elderly residents)
- Major water leaks
- Major electrical failure

Priority 2 - **Urgent work** is dealt with within five working days. Urgent jobs include:

- Minor leaks to cisterns, WC's, baths, wash hand basins, sink units and water pipes
- Broken soil and vent pipes
- Blocked gullies
- Faulty cisterns, ball valves, washers and siphons
- Roof repairs
- Central heating breakdowns
- Electrical failures

Priority 3 - **Routine repair work** is completed within 20 working days. These jobs include:

- Cracked flues, chimney pots or firebacks
- Easing doors or windows
- Floorboards
- Plastering repairs
- Guttering repairs or renewals

Priority 4 - **Planned work** is to be completed within 13 weeks. This type of repair includes work that can be programmed:

- Replacement of internal and external doors/windows
- New kitchen units
- Major fencing projects

**SCRUTINY – 22 MAY 2014**

**ENVIRONMENTAL IMPROVEMENT PROGRAMME FOR 2014/15**  
**REPORT OF DEPUTY CHIEF EXECUTIVE (COMMUNITY**  
**DIRECTION)**



Hinckley & Bosworth  
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**WARDS AFFECTED: ALL WARDS**

---

1. **PURPOSE OF REPORT**

1.1 This report outlines the Environmental Improvement Programme for 2014/15.

2. **RECOMMENDATION**

2.1 That Scrutiny agrees the enhancement schemes (Appendix 1) to be implemented in the financial year 2014/15 as the Environmental Improvement Programme.

3. **BACKGROUND TO THE REPORT**

3.1 **ENVIRONMENTAL IMPROVEMENT PROGRAMME 20013/14**

3.1 For 2014/15 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 20 schemes identified in Appendix 1 which will result in projects costing £59,647 being implemented at a net cost to this Authority of £34,704.

3.2 This year's programme aims to continue the practice to implement schemes identified in the Authority's Conservation Area Management Plan Reviews and provide a good distribution of projects throughout the borough, both in the urban and rural areas. All of the conservation areas have now been reviewed and plaques have been displayed throughout the conservation areas.

Appendix 2 outlines the progress made on the projects included in the 2013/14 programme.

**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 private 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 (SJE)

4.1 The council approved a net budget of £35,000 for 2014/2015 (Expenditure of £50,000 of which £15,000 is to be externally funded). However, the attached appendix 1 outlines the cost of the implementation of the schemes at £59,647 and £24,944 to be externally funded. The net cost to HBBC is £34,704 which is within the approved budget of £35,000. The additional £9,944 expenditure budget and £9,944 income budget will need to be approved in accordance with the council financial procedure rules.

5. LEGAL IMPLICATIONS (MR)

5.1 The Council has power under the Local Government Act 2000 to promote or improve the environmental well being of its area.

6. CORPORATE PLAN IMPLICATIONS

6.1 This report contributes to the following Strategic Aims of the Council

Strategic Aim - Creating a vibrant place to work and live

Strategic Aim – Empowering communities

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

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

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
  - Planning Implications – Permissions sought where required
  - Voluntary Sector – Conservation volunteers used where appropriate on different schemes.
- 

Background papers: none

Contact Officer: Daniel Britton, ext. 5872  
Executive Member: [Stuart Bray]

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**APPENDIX 1 : SCHEMES PROGRAMMED FOR IMPLEMENTATION 2014/15**

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 for 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	Boroughwide Project			Financial contributions towards cleaning/remedial works to the Borough's war memorials. 2014 is the 100th anniversary of the start of World War 1. The contributions will help parish councils to clean/renovate their war memorials in time for this important event	It is suggested that 50% contributions are given up to a maximum of £ 2,000 to the first Parish Councils to request funding.	£16,000	£16,000	£8,000	£8,000
4/2	St Catherines Churchyard, Burbage		Yes	Restoration of chest tomb	Part of an ongoing programme to restore important tombs sited in churchyards. One chest tomb has already been restored in the churchyard. The work involves the taking up and relaying the tomb stones and replacing ferrous fixings that are damaging the stonework, with stainless steel dowels and cramps.	£2,260	£2,260		£2,260
7/1	Desford Conservation Area			A cast iron litter bin provided in the EIP programme has been damaged. It is proposed to replace it with a new cast iron bin	Replace with new litter bin.	£700	£700		£700
10/1	Higham on the Hill	Yes		Installation of heritage nameplates	The Parish Council is designing its own crest to be used on the nameplates.	£2,615	£2,615	£1,308	£1,308
11/2	Old Plough Inn, Hinckley			Installation of information board	Contribution towards the installation of an information board that will commemorate the 50th anniversary of the Century Theatre. This project has been carried over from last year	£300	£300		£300
11/4	Hollycroft Conservation Area, Hinckley		Yes	Installation of two heritage street lights.	Two heritage street lamps were replaced last financial year. It is proposed to replace two more existing street lights on Shakespeare Drive fronting Hollycroft Park with heritage lights.	£5,200	£5,200		£5,200
11/5	Baines Lane			Re-planting of Planter	Working with the trustees to reach a solution for the future of the planter	£400	£400	£200	£200
13/1	Markfield	Yes		Installation of information board and seven information plaques	The information board and plaques form part of a village trail around Markfield	£2,000	£2,000	£1,000	£1,000
18/1	Ratby			Installation of heritage plaques	The Ratby Local History Group has suggested a couple more location for information plaques	£200	£200		£200
18/2	Ratby Parish Church			Re-building of a length of churchyard wall	Repairs to Church Wall (East)	£3,700	£3,700	£1,850	£1,850
19/1	St Peter's Church Shackerstone			Re-building/ repairs to churchyard wall		£4,000	£4,000	£2,000	£2,000
20/1	Sheepy Road, Sibson		Yes	Installation of two heritage street lights.	It is proposed to replace two existing street lights in the conservation area with heritage lights.	£5,200	£5,200	£2,000	£3,200
22/1	Stoke Golding			Installation of heritage nameplates	The conservation area was signed in last years programme. The Parish Council would now like to phase re-signing the rest of the village over the next two years	£2,600	£2,600	£1,300	£1,300
22/2	Stoke Golding	Yes		Enhancement works around war memorial	The project involves re-surfacing around the memorial and footpaths	£4,000	£4,000	£2,000	£2,000

22/3	Stoke Golding			Financial contribution to rebuild a 2nd World War Observation Post	A fully equipped nuclear bunker is sited in a field off Wykin Lane that is occasionally open to the public to visit. Adjacent to this was an observation post that was demolished sometime after the war. The owner would like to re-store the feature that would be open to the public at special times together with the nuclear bunker.	£100	£100		£100
	George Fox Memorial, Fenny Drayton			Installation of railings and edging kerbs	The Borough Council in taking on a 200 year lease many years ago agreed to take on overall responsibility for the maintenance of the memorial. It has been found that an Ash tree adjacent to the monument is diseased and is to be felled. This will leave an unsightly gap in the traditional railings installed by this Council that surround the monument. The Society of Friends has kindly agreed to pay for the new railings. General tidying up work at the memorial is carried out by two local residents.	£2,100	£2,100	£1,900	£200
	St Catherines Churchyard, Burbage	Yes		Rebuilding of small section of Church Yard wall	Tree roots are damaging a small length of churchyard wall running alongside the adjacent farm. The work involves repairs to the granite wall	£772	£772	£386	£386
	Dogs Grave, Market Bosworth		Yes	Restoration of monument	It is proposed to restore the monument including resetting the feature and replacing missing features	£1,000	£1,000		£1,000
	Orton Church, Orton on the Hill			Rebuilding of small section of Church Yard wall	The project involves using the conservation volunteers to repair a section of the wall to the front of the Church.	£500	£500		£500
<b>TOTAL EXPENDITURE</b>						<b>£59,647</b>	<b>£59,647</b>	<b>£24,944</b>	<b>£34,704</b>



**APPENDIX 2**

**END OF YEAR PROGRESS REPORT ON THE ENVIRONMENTAL IMPROVEMENT PROGRAMME**

<b>Ref No</b>	<b>Location</b>	<b>Scheme</b>	<b>Remarks</b>
1/1	Bridge 57 Ashby Canal	Repairs to bridge	The Borough Council purchased the materials & the Canal and River Trust carried out the repair work.
1/2	Bridge 53 Ashby Canal	Rebuilding towpath steps adjacent Bridge 53	Work was done the previous year to kerb the carriageway and provide a road gully to help prevent storm water washing away the steps. The restoration work to the steps was carried out by the Conservation Volunteers.
1/3	Gopsall Wharf Car Park, Ashby Canal	Re-stoning of car park	The car park was re-stoned and levelled to remove pot holes.
4/1	The Horsepool, Burbage	Installation of 3 heritage street lights	The heritage lights have been installed.
4/2	Burbage Conservation Area	Installation of heritage street nameplates	All the nameplates have been installed.
4/3	St Catherine's Church, Burbage	Restoration to churchyard tomb	The work to restore the chest tomb is expected to start in April 2014.
4/4	St Catherine's Church, Burbage	Rebuilding of damaged churchyard wall	The churchyard wall was damaged by a tree. The repair work has now been completed.
7/1	Baptist Burial Ground, High Street, Desford	Re-furbishment of entrance gate to burial ground	Concrete slabs were replaced with a traditional wall the previous year. The entrance gate has been repaired and repainted.
8/1	Earl Shilton Conservation Area	Installation of 2 conservation area plaques	2 plaques have been installed in the Conservation Area. This now completes the signing of all the conservation areas in the borough.
9/1	Groby Conservation Area	Installation of heritage street nameplates	All the nameplates have been installed.
11/1	Queens Park, Hinckley	Installation of a heritage street light	The heritage light has been installed.
11/2	Shakespeare Drive, Hinckley	Installation of 2 heritage street lights	The heritage lights have been installed.
11/3	Redmoor High School, Hinckley	Relocation of an iron gate that was made by the local artist, Arthur Tomlin, to commemorate the Queen's Silver Jubilee	The gate that was restored as a school project by pupils of Redmoor High School has now been sited in the school grounds.
13/1	Markfield Conservation Area	Provision of information board	It is now proposed to mount information plaques on several buildings of historic interest in conjunction with a village trail leaflet that has already been published. This project has been placed in next year's programme 2014/15.
15/1	Newbold Verdon Conservation Area	Installation of heritage street nameplates	All the nameplates have been installed.

18/1	St Philip & St James Church, Ratby	Re-building of churchyard wall	A section of the retaining churchyard wall was starting to bow and become dangerous and needed re-building.
18/2	Nook Farm Walk, Ratby	Installation of heritage street nameplate on the footpath	The nameplates has been installed and named after the former Nook Farm on Church Lane.
18/3	Berrys Lane, Ratby	Installation of plaque	The plaque makes reference to three cricketers who once lived on Berrys Lane & went on to play for Leicestershire & England at cricket. The plaque is awaiting installation.
19/1	St Peter's Churchyard, Shackerstone	Restoration to churchyard tomb	The work to restore the tomb has been completed.
20/1	Sibson Conservation Area	Installation of 2 heritage street lights	The heritage lights have been installed.
22/1	Stoke Golding Conservation	Installation of heritage street nameplates	All the nameplates have been installed.

<b>2013-14</b>
<b>Status</b>
Project Completed
Project Completed
Project Completed
Project Completed
Project Completed
Project Completed
Project Ongoing
Project Completed
Project Completed
Project Completed
Project Completed
Project Completed
Project Completed
Project Completed
Project Ongoing
Project Completed

Project Completed
Project Completed
Project Ongoing
Project Completed
Project Completed
Project Completed

## SCRUTINY – 3 JULY 2014

### AFFORDABLE HOUSING DELIVERY

#### REPORT OF DEPUTY CHIEF EXECUTIVE (COMMUNITY DIRECTION)



### WARDS AFFECTED: ALL WARDS

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#### 1. PURPOSE OF REPORT

- To inform Members of the delivery of affordable housing in the Borough, as requested by the Scrutiny Commission as an annual position update.

#### 2. RECOMMENDATION

The Scrutiny note the contents of this report.

#### 3. BACKGROUND TO THE REPORT

- 3.1 This report is in response to a request at the Scrutiny Commission meeting of 20 December 2012, which requested that Members are informed on an annual basis on the delivery of affordable housing in the Borough.
- 3.2 The targets and thresholds for affordable housing in the Borough are set out in Policy 15 of the Core Strategy. These differ for the urban and rural settlements and are as follows:

Location	Site size threshold	Target
Urban (Hinckley, Barwell, Burbage and Earl Shilton but not the SUEs)	15 dwellings or more, or sites of 0.5 ha or more	20% affordable housing
Sustainable Urban Extensions – Barwell and Earl Shilton	15 dwellings or more, or sites of 0.5 ha or more	20% affordable housing
Rural areas (all sites not in the above categories)	4 dwellings or more, or sites of 0.13 ha or more.	40% affordable housing

- 3.3 The Core Strategy also sets out the minimum numbers of affordable housing to be delivered in the Core Strategy period 2006 – 2026. This sets out a target of 2,090 affordable dwellings to be delivered over the policy period, 480 of which should be in rural areas.

#### 4. AFFORDABLE HOUSING COMPLETIONS AND PERMISSIONS TO 31 MARCH 2014

- 4.1 The total number of affordable housing completions and the percentage of affordable housing delivered since the start of the Local Plan period (2006 – 2026) is shown in the table below.

#### ANNUAL AFFORDABLE HOUSING COMPLETIONS

Year	Affordable Completions (net)		Total Affordable Housing Completions (net)	Total Open Market Housing Completions (net)	Total Housing Completions (net)	Percentage of housing delivery that is affordable (%)
	Rural	Urban				
2006/07	15	65	80	358	438	18.26
2007/08	3	41	44	354	398	11.06
2008/09	9	80	89	385	474	18.78
2009/10	0	107	107	246	353	30.31
2010/11	0	5	5	222	227	2.20
2011/12	0	134	134	239	373	35.92
2012/13	6	11	17	210	227	7.49
2013/14	60	43	103	377	480	21.46
<b>Totals:</b>	<b>93</b>	<b>486</b>	<b>579</b>	<b>2391</b>	<b>2970</b>	<b>19.49</b>

- 4.2 This table shows that since the beginning of the plan period (2006) a total of **579** affordable dwellings have been completed against the 2,090 affordable dwelling requirement set out in the Core Strategy Policy 15 which equates to c.20% affordable provision.
- 4.3 In addition to the completions of affordable housing, there is planning permission for schemes yet to be implemented, which includes 204 affordable dwellings in urban areas and 230 affordable dwellings in the rural areas. This equates to **434** affordable dwellings with planning permission within the borough at 1 April 2014.
- 4.4 In conclusion, this equates to a total number of completions and permissions for affordable dwellings of **1,013** against the adopted Core Strategy target of 2,090 for the period 2006 – 2026. The delivery has been reasonable against the Core Strategy target but the Council recognise that there continues to be challenges in delivering affordable housing within the borough. The methods being adopted by the council to address these challenges are set out below.

#### 5.0 SUMMARY OF PAST DELIVERY

- 5.1 The delivery of affordable housing within the borough has been affected by many factors, these include the following;
- Not every site which comes forward for development crosses the minimum size threshold to require the provision of affordable housing
  - A developer can seek to negotiate a reduced level of affordable housing, or type of affordable housing, where the site is not financially viable
  - The economic downturn has meant that the total number of dwellings being built has been below the expected levels. This has resulted in the number of affordable dwellings not being constructed as a result.
  - The delay in the delivery of the Sustainable Urban Extensions at Barwell and Earl Shilton has had implications on the delivery of affordable housing.

## 6.0 FUTURE AFFORDABLE HOUSING DELIVERY METHODS

6.1 The council is addressing the challenges in the following ways:

- The council has committed to using money from the new HRA freedoms, and the collection of commuted sums to enable more affordable housing to be delivered. The council anticipates that between 25 to 35 new council homes per year could be delivered through this programme.
- The HRA Investment Plan 2013 – 2018 sets out a number of affordable housing delivery options which will increase the amount of affordable housing in the Borough including new development of council housing. A procurement exercise is currently under way to appoint a development partner who will develop housing, initially on HRA owned land, which will be owned and managed by the council. The delivery plan also includes, but is not restricted to, purchase of affordable housing on section 106 sites and buy back of ex council housing.
- Where developers approach the council to reduce the amount of affordable housing on a site, a robust appraisal of the developers' viability assessment is carried out to assess the quantity of affordable housing the site can deliver. The recommendations are subject to independent validation on a sample of assessments to ensure the council achieves the maximum affordable housing and other planning obligations possible.
- The Leicestershire Rural Housing Partnership jointly funds Midlands Rural Housing Association to carry out a rural housing enabling function. There is a rolling programme of housing needs surveys to assess the needs of local residents for affordable housing in rural settlements. If a need is identified and no section 106 sites are likely to be delivered in the settlement, the rural housing enabler also identifies suitable rural exception sites and works with the local authority to deliver affordable housing through that route.

## 7.0 FINANCIAL IMPLICATIONS (SJE)

7.1 The purpose of this report is to inform Scrutiny about the affordable housing situation in the Borough, and as such, there are no financial implications arising directly from this report.

## 8.0 LEGAL IMPLICATIONS (MR)

8.1 The NPPF requires local planning authorities to use their evidence base to ensure that their Local Plan meets the full objectively assessed needs for market and affordable housing as far as is consistent with the policies set out in the Framework

8.2 The government is currently considering responses to its recent consultation paper "Planning performance and planning contributions" One proposal is to restrict the use of affordable housing contributions where sites contain 10 units or less. The council have sent a response to the consultation outlining

the negative impact this would have on affordable housing delivery in rural areas, where few sites cross the 10 unit threshold.

## 8. CORPORATE PLAN IMPLICATIONS

8.1 The delivery of affordable housing supports the following aims of the Corporate Plan 2009 – 2014:

- Strong and distinctive communities
- Decent, well managed & affordable housing

## 9. CONSULTATION

None required

## 10 RISK IMPLICATIONS

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

<b>Management of significant (Net Red) Risks</b>		
<b>Risk Description</b>	<b>Mitigating actions</b>	<b>Owner</b>
Failure to deliver affordable housing increases the pressure on the Council's waiting lists and impedes its desire to assist residents in the Borough who cannot meet their needs on the open market	Completion of an independent viability assessment before agreement to reduce the numbers of affordable housing on qualifying sites	Valerie Bunting

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

This report is concerned with ensuring that a supply of affordable housing is available in the Borough for people in the greatest need. This includes consideration of people from vulnerable groups, and those living in rural areas.

## 10. CORPORATE IMPLICATIONS

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

- Community Safety implications – None identified
- Environmental implications – None identified
- ICT implications – None identified
- Asset Management implications – None identified
- Human Resources implications – None identified
- Planning Implications – Contained within the body of the report.
- Voluntary Sector – None identified



Contact Officer: Valerie Bunting x5612

Executive Member: Councillor Stuart Bray.

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## SCRUTINY COMMISSION – 3 JULY 2014

### PLANNING AND ENFORCEMENT APPEAL DECISIONS REPORT OF DEPUTY CHIEF EXECUTIVE (COMMUNITY DIRECTION)



Hinckley & Bosworth  
Borough Council

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### WARDS AFFECTED: ALL WARDS

#### 1. PURPOSE OF REPORT

- 1.1 To inform Members of the Planning and Enforcement appeal determinations that have been made during the first six months of 2014.

#### 2. RECOMMENDATION

- 2.1 That the report be noted.

#### 3. BACKGROUND TO THE REPORT

- 3.1 Since the last report to the Scrutiny Commission in January 2014 there have been 9 appeal decisions made by the Planning Inspectorate. 5 appeals have been allowed and 4 appeals have been dismissed.

- 3.2 Of the 5 appeals that have been allowed, 4 were recommended for approval and Members resolved to refuse the applications. 1 was an officer delegated refusal.

- 3.3 The table below provides a summary of the 9 appeal decisions:

<b>Appellant</b>	<b>Site Address and Proposal</b>	<b>Method</b>	<b>Appeal Decision</b>	<b>Decision Level</b>	<b>Recommendation</b>
David Wilson Homes and Andrew Granger & Company	Land off Three Pots Road Burbage Hinckley for 34 Dwellings	Inquiry	Allowed Costs refused	Committee	Member refusal contrary to officer recommendation
Bellway Homes Ltd	Land at Workhouse Lane Burbage for 35 Dwellings	Inquiry	Allowed Costs partially allowed to appellant	Committee	Member refusal contrary to officer recommendation
Mr Andrew Lloyd	Bulls Head, 88 Main Street, Nailstone for Demolition of pub and replace with 3 houses	Hearing	Dismissed	Delegated	Officer Refusal
Mr T Clarke	26 Main Road, Sheepy Magna Atherstone for two houses	Written Reps	Dismissed	Committee	Member refusal contrary to officer recommendation
Ms Jane Matthews	25 Woodland Road, Hinckley for one house	Written Reps	Dismissed	Delegated	Officer Refusal
Mr Michael Taberer	48 Roseway Stoke Golding for	Written Reps	Dismissed	Delegated	Officer Refusal

	a Certificate of lawful use for land				
Milner Arable	Land Adjacent Stanton-Under-Bardon Primary School, Main Street, Stanton-Under-Bardon for Outline – Up to 25 dwellings	Hearing	Allowed	Delegated	Officer Refusal
Mr Peter Mayne	The Stables, Pine Close, Stoke Golding for Solar Panel Field	Written Reps	Allowed	Committee	Member refusal contrary to officer recommendation
Paynes Garages Limited	Land off Paddock Way, Hinckley for Outline – 10 dwellings	Hearing	Allowed	Committee	Member refusal contrary to officer recommendation

#### 4. **APPEALS ALLOWED**

- 4.1 Appeal by David Wilson Homes and Andrew Granger & Company against the refusal to grant planning permission for the erection of 34 dwellings and associated infrastructure at Land East of Wolvey Road, Three Pots, Burbage. The application was refused on the grounds of the scheme being outside the settlement boundary of Burbage and the landscape impact.
- 4.2 In allowing the appeal, the Inspector found that the Council's housing supply policies were out of date by virtue of paragraph 49 of the NPPF, although policy NE5 (Development in the Countryside) was not. However the Inspector took the view that a blanket protection of the countryside regardless of its landscape merits is not in conformity with the NPPF and the weight ascribed to it is accordingly reduced.
- 4.3 The Inspector stated that as the site would be heavily screened, the development would provide a gentle introduction to the village and would not detract from any perceived clear demarcation which, in any case, lies mainly to the east. Although the site slopes upwards towards Burbage, the slope is gentle and would have little effect on the visibility of the houses. The proposals would not have a significant impact.
- 4.4 A signed s106 agreement between the appellant, the Borough and County Council was provided which detailed payments or other arrangements to secure open space, children's play space, 7 affordable housing units, an education contribution and money for library, civic amenity, bus passes and travel packs. All of these relate to the development and there was no dispute they passed the CIL tests. A costs application by the appellant was rejected by the Inspector.
- 4.5 Appeal by Bellway Homes Limited against the refusal to grant planning permission for demolition of a residential dwelling and erection of 35 dwellings with associated highway and engineering operations on Land at Workhouse Lane, Burbage. The application was refused on lack of housing need in Burbage and the development being in an unsustainable location.
- 4.6 The Inspector took the view that the lack of housing land supply outweighs the harm to local landscape quality through loss of part of the undeveloped land marking the setting of Burbage and separating it from the M69. The Inspector stated that the adverse consequences identified would not be so weighty as to significantly and

demonstrably override the benefits of allowing what would be a sustainable form of development.

- 4.7 The concern about piecemeal development in Burbage was articulated by a number of objectors. However, the Inspector stated that each proposal that comes forward has to be considered on its particular site merits, on the basis of the national and local policy position, and having regard to the Council's housing land supply circumstances at that time.
- 4.8 Contributions (education, public open space, health, library and civic amenity and affordable homes) were secured through the S106 agreement are necessary, directly related to the development and have shown to be fairly and reasonably related to its scale and kind.
- 4.9 A costs application was partially allowed in relation to those costs incurred by the appellant in providing evidence to the appeal that there remains a residual need for housing in Burbage.
- 4.10 Appeal by Milner Arable against the refusal to grant outline planning permission for up to 25 dwellings with associated parking, vehicular access and surface water balancing pond on land adjacent to Stanton-Under-Bardon Primary School. The application was refused by the Council on the grounds of local housing need and the site being in an unsustainable development.
- 4.11 In allowing the appeal, the Inspector stated that the lack of housing land supply outweighs the visual harm of the development. Weight was given to the fact that the proposals would contribute towards the provision of affordable housing. Collectively, the Inspector determined that these factors weighed heavily in favour of allowing the appeal. Concerns that allowing the appeal would set a precedent for similar development on edges of other rural villages were not accepted.
- 4.12 A S106 agreement to deliver affordable housing, play and open space, National Forest planting and a civic amenity site was agreed.
- 4.13 Appeal by Peter Mayne against the refusal to grant planning permission for erection of a solar panel field and associated infrastructure at The Stables, Pine Close, Stoke Golding. The application was refused by the Council on grounds of the industrial nature of the development adversely impacting upon the visual amenity of the local area and the character and appearance of the countryside.
- 4.14 The Inspector did not agree with the council. In allowing the appeal, it was acknowledged that whilst there would be some visual intrusion and loss of rural character but, after mitigation, the harm would be limited. The Inspector stated that the degree of conflict with policy would be limited and the landscaping would accord with policy objectives.
- 4.15 The Inspector considered that the lack of provision in the Local Plan for renewable energy development, contrary to advice within the NPPF, weighed in favour of allowing the appeal.
- 4.16 Appeal by Paynes Garages Limited against the refusal to grant planning permission for the construction of 10 dwellings and access and laying out of public open space at land off Paddock Way, Hinckley. The application was refused by the Council due to concerns about the effect of the proposal on the character and appearance of the surrounding area.
- 4.17 In allowing the appeal, the Inspector referred to the Council's inability to demonstrate a five year supply of deliverable housing sites was a significant factor that weighed in

support of the development. The proposal would represent sustainable development and which lends substantial weight to the scheme.

- 4.18 The Inspector received no technical evidence to suggest that the provision of an additional 10 dwellings would be likely to generate traffic on a scale that would have a materially adverse impact on highway safety. Nor was there any substantive evidence to indicate that the site could not be adequately drained. The Inspector took the view that there was no conclusive evidence to suggest that the site has any special historic value or significance or that the proposed development would have an adverse effect on archaeology.
- 4.19 The Inspector determined that the living conditions of the occupants of neighbouring properties could be satisfactorily safeguarded. He also found that proposed West Clarendon Hinckley Neighbourhood Development Plan was at a very early stage and therefore there was no basis for dismissing the appeal on the grounds of prematurity.

## **5. FINANCIAL IMPLICATIONS (SJE)**

- 5.1 The Council had a total net budget for the administration of appeals for 2013/2014 of £184,890. This included a budget of £81,460 specifically for legal costs. The 2014/2015 budget for the administration of appeals is £130,478 with a budget of £52,780 for legal costs.
- 5.2 £6,000 is expected to be awarded to appellants as costs awarded against the Council for those appeals detailed in section 4.
- 5.3 Establishment of an appeals reserve to manage costs associated with the appeals process reserve setting process was agreed by the Scrutiny Commission in November 2013.

## **6. LEGAL IMPLICATIONS (MR)**

- 6.1 None directly from the statistics in this report but officers and members will need to be alert to the Council's ongoing performance against the targets set out in the document "Improving planning performance: Criteria for designation" and possible changes to the designation regime brought about by the consultation paper "Planning performance and planning contributions"

## **7. CORPORATE PLAN IMPLICATIONS**

- 7.1 The Council needs to manage performance through its Performance Management Framework in relation to appeals.

## **8. CONSULTATION**

- 8.1 None

## **9. RISK IMPLICATIONS**

- 9.1 It is the Council's policy to proactively identify and manage significant risks which may prevent delivery of business objectives.
- 9.2 It is not possible to eliminate or manage all risks all of the time and risks will remain which have not been identified. However, it is the officer's opinion based on the information available, that the significant risks associated with this decision / project have been identified, assessed and that controls are in place to manage them effectively.

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

<b>Management of Significant (Net Red) Risks</b>		
<b>Risk Description</b>	<b>Mitigating Actions</b>	<b>Owner</b>
Financial implications to the Council in defending appeals	Take into account the risk in refusing planning applications and the likely success of an appeal	Nic Thomas / Andrew Thompson

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

10.1 None.

11. **CORPORATE IMPLICATIONS**

11.1 None.

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Background papers: Application files and appeal documentation

Contact Officer: Andrew Thompson, Development Manager, ext 5809

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Hinckley & Bosworth  
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# Overview and Scrutiny Work Programme 2014-2015

**ISSUE 2014/01: JULY 2014**

## SCRUTINY COMMISSION

### TIMETABLE

<b>Scrutiny Commission - Thursday 3 July 2014</b>						
<b>Function</b>	<b>Activity/ Objective</b>	<b>Reason</b>	<b>Desired Outcome</b>	<b>Vision, Values and Aims</b>	<b>Responsible (member/officer)</b>	<b>External Involvement</b>
Scrutiny Topics						
Performance Management Information	Housing Repairs	Request of Commission for annual review	Ensure robust processes and value for money	Supporting individuals	Julie Kenny	
Participation in Policy Development Issues	Environmental Improvement Programme	Annual report	Recommendations to Executive	Creating a vibrant place to live and work	Sally Smith	
Tracking of implementation with previous recommendations	Rural Areas Review	Annual Review	Recommendations to Executive	Creating a vibrant place to work and live by recognising distinct communities	Executive Member for Rural Issues – Cllr Crooks	
Committee Management Issues	Work Programme	Review work load for the year	Agreed forward work programme	All Corporate Aims		

**Scrutiny Commission - Thursday 21 August 2014**

<b>Function</b>	<b>Activity/ Objective</b>	<b>Reason</b>	<b>Desired Outcome</b>	<b>Vision, Values and Aims</b>	<b>Responsible (member/officer)</b>	<b>External Involvement</b>
Scrutiny Topics	Health & well being	Request of Commission	Ensure effectiveness of health reforms	Supporting individuals to improve health and well being	Simon Jones	
Performance Management Information						
Participation in Policy Development Issues	Clean Neighbourhoods Strategy	Annual review	Ensure progress and continuous improvement	Creating a vibrant place to work and live by ensure clean neighbourhoods		
Tracking of implementation with previous recommendations	Credit Union – Communications Strategy	Request of previous meeting	Assist in designing a communications strategy to promote the Credit Union	Supporting individuals		
Committee Management Issues	Work Programme	Review work load for the year	Agreed forward work programme	All Corporate Aims		
	Scrutiny Commission & Finance, Audit & Performance Committee Annual Report	Annual review of performance	Ensure the Overview & Scrutiny function is operating effectively	All Corporate Aims.		

**Scrutiny Commission - Thursday 2 October 2014**

<b>Function</b>	<b>Activity/ Objective</b>	<b>Reason</b>	<b>Desired Outcome</b>	<b>Vision, Values and Aims</b>	<b>Responsible (member/officer)</b>	<b>External Involvement</b>
Scrutiny Topics						
Performance Management Information						
Participation in Policy Development Issues						
Tracking of implementation with previous recommendations						
Committee Management issues	Work Programme	Review work load for the year	Agreed forward work programme	All Corporate Aims		

**Scrutiny Commission - Thursday 13 November 2014**

<b>Function</b>	<b>Activity/ Objective</b>	<b>Reason</b>	<b>Desired Outcome</b>	<b>Vision, Values and Aims</b>	<b>Responsible (member/officer)</b>	<b>External Involvement</b>
Scrutiny Topics						
Performance Management Information						
Participation in Policy Development Issues						
Tracking of implementation with previous recommendations						
Committee Management Issues	Work Programme	Review work load for the year	Agreed forward work programme	All Corporate Aims		

**Scrutiny Commission - Thursday 29 January 2015**

<b>Function</b>	<b>Activity/ Objective</b>	<b>Reason</b>	<b>Desired Outcome</b>	<b>Vision, Values and Aims</b>	<b>Responsible (member/officer)</b>	<b>External Involvement</b>
Scrutiny Topics						
Performance Management Information						
Participation in Policy Development Issues						
Tracking of implementation with previous recommendations						
Committee Management Issues	Work Programme	Review work load for the year	Agreed forward work programme	All Corporate Aims		

**Scrutiny Commission - Thursday 12 March 2015**

<b>Function</b>	<b>Activity/ Objective</b>	<b>Reason</b>	<b>Desired Outcome</b>	<b>Vision, Values and Aims</b>	<b>Responsible (member/officer)</b>	<b>External Involvement</b>
Scrutiny Topics						
Performance Management Information						
Participation in Policy Development Issues						
Tracking of implementation with previous recommendations						
Committee Management Issues	Work Programme	Review work load for the year	Agreed forward work programme	All Corporate Aims		

**Scrutiny Commission - Thursday 30 April 2015**

<b>Function</b>	<b>Activity/ Objective</b>	<b>Reason</b>	<b>Desired Outcome</b>	<b>Vision, Values and Aims</b>	<b>Responsible (member/officer)</b>	<b>External Involvement</b>
Scrutiny Topics						
Performance Management Information						
Participation in Policy Development Issues						
Tracking of implementation with previous recommendations						
Committee Management Issues	Work Programme	Review work load for the year	Agreed forward work programme	All Corporate Aims		

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To programme

- PCIF – possibility of having a larger ‘special’ fund
- Planning policy: Core Strategy Policy 15 regarding the requirement for 40% affordable housing; viability strategy; Gypsy & Traveller accommodation policy; the re-consultation on the site allocations document;
- Pollution and air quality in the Borough;
- Leicestershire County Council’s changes to street lighting;
- Leicestershire County Council’s plans to improve cycling routes;
- The sporting opportunities offered in the borough;
- Support to charities and voluntary organisations.