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Chief Executive

Date: 20 January 2015

Hinckley & Bosworth
Borough Council

A Borough to be proud of

To: Members of the Hinckley Area Committee

Mr SL Bray (Chairman)	Mr KWP Lynch
Mrs L Hodgkins (Vice-Chairman)	Mr MT Mullaney
Mr JG Bannister	Mr K Nichols
Mr DC Bill MBE	Miss DM Taylor
Mr DS Cope	Ms BM Witherford

Copy to all other Members of the Council

(other recipients for information)

Dear Councillor,

There will be a meeting of the **HINCKLEY AREA COMMITTEE** in the De Montfort Suite - Hub on **WEDNESDAY, 28 JANUARY 2015 at 5.30 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

A G E N D A

1. APOLOGIES AND SUBSTITUTIONS

2. MINUTES OF THE PREVIOUS MEETING (Pages 1 - 2)

To confirm the minutes of the meeting held on 28 May 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. SPECIAL EXPENSES AREA BUDGET (Pages 3 - 8)

Report of the Deputy Chief Executive (Corporate Direction).

7. HINCKLEY COMMUNITY INITIATIVE FUND (Pages 9 - 10)

Report of the Deputy Chief Executive (Community Direction).

8. DOG CONTROL ORDERS (Verbal Report)

The Committee is asked to nominate a member to sit on a working group regarding Dog Control Orders on HBBC land.

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

HINCKLEY AND BOSWORTH BOROUGH COUNCIL

HINCKLEY AREA COMMITTEE

28 MAY 2014 AT 5.30 PM

PRESENT: Mr SL Bray - Chairman
Mrs L Hodgkins – Vice-Chairman
Mr DS Cope, Mr KWP Lynch, Mr MT Mullaney, Mr K Nichols and Ms BM Witherford

Officers in attendance: Rebecca Owen, Ian Pinfold, Katherine Plummer and Caroline Roffey

25 APOLOGIES AND SUBSTITUTIONS

Apologies for absence were submitted on behalf of Councillors Bannister, Bill and Taylor.

26 MINUTES OF THE PREVIOUS MEETING

It was moved by Councillor Cope, seconded by Councillor Witherford and

RESOLVED – the minutes of the meeting held on 22 January 2014 be confirmed and signed by the Chairman.

27 DECLARATIONS OF INTEREST

No interests were declared at this stage.

28 GREEN SPACE DELIVERY PLAN

Members were provided with the updated Green Space Delivery Plan which had been amended following comments of the Scrutiny Commission. It was moved by Councillor Lynch, seconded by Councillor Cope and

RESOLVED –

- (i) the Green Space Delivery Plan be endorsed and RECOMMENDED to Council;
- (ii) the Hinckley capital schemes to the value of £697,688 over the term of the plan be agreed;
- (iii) the revenue schemes and additional maintenance costs be noted;
- (iv) funding changes identified in section 4.4 be agreed and the impact on the Special Expenses reserved be noted;
- (v) the implementation of the delivery of the plan be delegated to the Head of Street Scene Services in conjunction with the relevant Executive member.

29 HINCKLEY COMMUNITY FUND

Following a discussion at the previous meeting, the Committee was presented with proposals for a Hinckley Community Fund. During discussion, the following points were raised:

- The closing date for applications would be November each year, with the funding to be agreed and to commence by the following April;
- A maximum of £20,000 per year would be available, with a maximum grant of £10,000 per project;
- Assessment of applications would be undertaken by the Green Space team, referred to Hinckley Area Committee for endorsement and then approved by SLB;
- The scoring system used would be the same as that already in place for assessing applications for the Parish & Community Initiative Fund;
- Information on the scheme would be communicated to Hinckley groups via Voluntary Action Hinckley & Bosworth, the Borough Bulletin and the Hinckley Times;
- Any unspent monies would not be rolled over, but this could be requested at the time.

It was agreed that Councillor Bray would be the lead member for delivery of this scheme and that the scheme would commence this year with the first round of applications due in November 2014. It was moved by Councillor Bray, seconded by Councillor Lynch and

RESOLVED –

- (i) the creation of a Hinckley Community Initiative Fund of £20,000 per year be supported, to commence in 2014/15;
- (ii) the financial implications be noted;
- (iii) the development and delivery of the scheme be delegated to the Head of Street Scene Services in conjunction with the Chairman of the Hinckley Area Committee.

30 2013/14 OUTTURN

The 2013/14 revenue and capital outturn for the special expenses area was presented to the committee. An underspend of £20,000 was reported, which was mostly due to salary savings, and there were minor amounts to be carried forward for works in cemeteries and parks. With regard to the New Homes Bonus, members were reminded that the special expenses area received a share in the same way that parish councils did, so the committee would be updated on the position regarding receipt of it when known.

Members expressed concern that there should be ten percent left in the balances without anticipating receipt of the New Homes Bonus.

It was moved by Councillor Bray, seconded by Councillor Lynch and

RESOLVED –

- (i) the draft outturn for 2013/14 for the Hinckley (special expenses) area accounts be noted;
- (ii) the proposed revenue carry forwards outlined in the report be approved.

(The Meeting closed at 5.50 pm)

CHAIRMAN

HINCKLEY AREA COMMITTEE – 28 JANUARY 2015

HINCKLEY AREA COMMITTEE BUDGET 2015/16 REPORT OF DEPUTY CHIEF EXECUTIVE (CORPORATE DIRECTION)



Hinckley & Bosworth
Borough Council

WARDS AFFECTED: ALL HINCKLEY WARDS

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1. PURPOSE OF REPORT

- 1.1 To present the proposed revenue budget and council tax for 2015/16 for the Special Expenses area of Hinckley

2. RECOMMENDATION

- 2.1 That the Committee endorse the revenue budgets and council tax for 2015/16 for the Special Expenses Area of Hinckley and recommends these to Council for approval.

3. BACKGROUND TO THE REPORT

- 3.1 This report presents the budget relating to the Special Expenses Area of Hinckley for the Committee to consider and make recommendations to Council for approval. The 2015/16 General Fund revenue budget (including the Special Expenses) will be presented to Council for approval on 19th February 2015.
- 3.2 The budget for 2015/16 together with the latest figures for 2014/15 are shown in **Appendix 1**. The proposed budget has been drawn up in accordance with the principles set out in the 2015/16 Budget Strategy. The key assumptions approved in this Strategy include:
- Reversal of one off growths from previous years
 - Application of no growth on non contract supplies and services
 - Application of 3% inflation on contracted spend unless otherwise stipulated

Revised budget 2014/15

- 3.3 The revised service expenditure budget for 2014/15 has remained unchanged from the original budget.
- 3.4 The net budget has been revised to take into account the transfer to and from reserves as approved by Council in July 2014 to bring balances within the Special Expense Area to the minimum levels required.

Proposed budget 2015/16

- 3.5 The proposed budget for 2015/16 has been detailed in **Appendix 1** and has been prepared using the assumptions identified in 3.2. Compared to the latest estimate for 2014/15, service expenditure for the Special Expense Area has increased by £1,420 in 2015/16. This is a net movement created by an increase in budget for cemeteries and a decrease for parks. The main reasons for this change are due to a more accurate process of coding salaries and support service recharges between the cost centres which have had minimal net impact overall.
- 3.6 The budget has assumed the ongoing contribution of £25,000 from the Special Expense Area to car parks in Hinckley.
- 3.7 As agreed by Council in on 23rd September 2014, from 2015/16 the Borough Council will no longer transfer New Homes Bonus to parish councils and the Special Expense Area. This will create a gap in funding for the Special Expense Area of £127,423 based on the previous year's allocation. The Special Expense Area will be required

to fill this shortfall by utilizing internal resource (balances and reserves), decreasing expenditure or increasing Council Tax.

- 3.8 Given the pressure created by the withdrawal of New Homes Bonus, no budget has been included in 2015/16 for a Hinckley Community Initiative Fund this is no longer affordable.

Council Tax

- 3.9 The Tax Base (number of chargeable properties) in the Special Expenses Area has increased by 2.5% (877.7 Band D equivalents) in 2015/16 when compared to 2014/15. This can be attributed to the results of an empty property review which identified a large number of properties that are no longer vacant and therefore have been brought “back into the base”.
- 3.10 On the basis that the Special Expense Area forms part of the wider General Fund for council tax setting purposes, the Borough Council is only eligible for a council tax freeze grant if council tax is frozen (or decreased) for the Hinckley Area. It is therefore recommended that the council tax for the Special Expenses Area is frozen for 2015/16 at £16.13 for an average Band D property.
- 3.11 Based on the total council tax base of 35,599.6, the budget requirement needed to ensure a council tax freeze is £574,221 and therefore a contribution from reserves and balances of £44,139 is proposed to achieve this. The split of this transfer is further explained below.

Balances and Reserves

- 3.12 Based on the proposed budget, balances in the Special Expense Area at 31st March 2015 and 2016 are estimated as follows:

	£
Balance at 1 st April 2014	56,270
Transfer to/(from) Balances 2014/2015	14,423
Estimated Balance at 31 st March 2015	70,693
Transfer to/(from) Balances 2015/2016	0
Estimated Balance at 31 March 2016	70,693

- 3.13 Earmarked reserves have been set aside for the Special Expense Area to meet the cost of Green Space projects within Hinckley. This reserve at 31 March 2016 is projected to be £201,529 based on the following movements

	£
Balance at 1 st April 2014	317,664

Transfer to Reserves	56,044
Transfer from Reserves (revenue)	0
Transfer from Reserves (capital)	(124,770)
Estimated Balance at 31 st March 2015	248,938
Transfer to Reserves	0
Transfer from Reserves (revenue)	(44,139)
Transfer from Reserves (capital)	(3,270)
Estimated Balance at 31 st March 2016	201,529

- 3.14 A full review of reserves and balances will be performed after 31st March 2015 to ensure balances are reduced to minimum levels in line with the Medium Term Financial Strategy.

4. FINANCIAL IMPLICATIONS [KP]

Contained in the body of the report

5. LEGAL IMPLICATIONS [EH]

No direct implications

6. CORPORATE PLAN IMPLICATIONS

The recommended budgets will allow the relevant Corporate Plan objectives to be met.

7. CONSULTATION

All budget holders, Corporate Operations Board and the Strategic Leadership Board have been consulted throughout the budget setting process.

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
None		

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

The proposed budget will have an impact on those groups within the Special Expenses Area

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: Budget book and Civica files

Contact Officer: Katherine Plummer, Head of Finance ext 5609

Executive Member: Cllr Stuart Bray

Appendix 1 – Special Expense Area Budget

	2014/15 ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	2015/16 ORIGINAL ESTIMATE £
SPECIAL EXPENSES (HINCKLEY)			
Urban parks	437,448	437,448	434,850
Cemeteries	148,492	148,492	152,510
Hinckley Car Parks	25,000	25,000	25,000
Hinckley Town Centre Christmas Lights	2,000	2,000	2,000
Hinckley West Neighborhood Watch	4,000	4,000	4,000
	616,940	616,940	618,360
Contribution to/(from) Reserves	61,467	56,044	(44,139)
Contribution to/(from) Balances	9,000	14,423	0
Net Expenditure	687,407	687,407	574,221
New Homes Bonus	(127,343)	(127,343)	0
Budget Requirement	560,064	560,064	574,221
Taxbase	34,721.9	34,721.9	35,599.6
Band D Council Tax	16.13	16.13	16.13
Hinckley Area Tax Base (for reference)	9,449.7	9,449.7	9,944.7

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HINCKLEY AREA COMMITTEE–28 JANUARY 2015

HINCKLEY COMMUNITY INITIATIVE FUND REPORT OF DEPUTY CHIEF EXECUTIVE (COMMUNITY DIRECTION)



Hinckley & Bosworth
Borough Council

WARDS AFFECTED: ALL HINCKLEY WARDS

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1. PURPOSE OF REPORT

To request the Hinckley Area Committee approve the allocation of grants through the Hinckley Community Initiative Fund 2014/15.

2. RECOMMENDATION

- 2.1 That the Hinckley Area Committee supports the funding allocation of £419 as detailed in section 4.1, from the Hinckley Community Initiative Fund 2014/15.

3. BACKGROUND TO THE REPORT

- 3.1 This is the first year that a grant has been made available to community groups within Hinckley as they are not eligible to apply to the long running Parish and Community Initiative Grant.
- 3.2 Despite advertising the grant widely through the Borough Bulletin, a press release, the HBBC web site, and also sending out over 100 letters to Hinckley Community Groups, the uptake on this grant has been very disappointing with only a total of three applications being received.
- 3.3 Further to this unfortunately two of the applications received have been withdrawn. This has left us with only one application for funding.

4. APPLICATION FOR 2014/15

- 4.1 Historic Information sign – St Mary's Church, Hinckley. (Castle Ward). Grant requested £419
Outline: The installation of an interpretation sign in St Mary's Church yard including historic information about the former priory. This project is being carried out in partnership with Hinckley Archaeological Society.
- 4.2 There were two withdrawn applications:
1. New Storage and Toilet Block – Hinckley Angling Club.
Reason for withdrawal – lack of own funding to cover 50% match funding required.
 2. New television – Igirls (local community group for girls aged between 10 - 14yrs)
Reason for withdrawal – group has been disbanded due to a decrease in numbers.

5. FINANCIAL IMPLICATIONS (IB)

- 5.1 If the application is approved a one off supplementary budget of £419 funded from special expenses balances will be required.

6. **LEGAL IMPLICATIONS (EH)**

- 6.1 All awards should be made in accordance with the criteria for approving applications and the key features as advertised on the council's website.

7. **CORPORATE PLAN IMPLICATIONS**

- 7.1 The Hinckley Community Initiative fund supports community groups to achieve the following aims and objectives of the Corporate Performance Plan:
- Creating a vibrant place to work and live
 - Empowering Communities
 - Providing value for money and pro-active services

8. **RISK IMPLICATIONS**

The projects rely on third party delivery and there is therefore a risk that some of the projects may not be delivered. – Only projects that are likely to be completed in the following 12 months are recommended for funding.

Misuse of funds – funding for projects is only released once scheme is completed and evidence of completion and payment of the works is received.

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

All grants are awarded to constituted community groups in Hinckley, Ward Councillor support is sought for each application.

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 - some schemes will require planning consent
- Voluntary Sector

Contact Officer: Paul Scragg – Senior Green Space Officer x5983
Executive Member: Cllr B Crooks – Executive Member for Rural Issues