

Public Document Pack
**HINCKLEY & BOSWORTH
BOROUGH COUNCIL**



Hinckley & Bosworth
Borough Council

A Borough to be proud of

TO BE HELD ON

TUESDAY, 21 MARCH 2017

at 6.30 pm

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Date: 13 March 2017



Hinckley & Bosworth
Borough Council

A Borough to be proud of

Dear Sir/Madam

I hereby summon you to attend a meeting of the Hinckley & Bosworth Borough Council in the Council Chamber at these offices on **TUESDAY, 21 MARCH 2017 at 6.30 pm**

Yours faithfully

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

Miss RK Owen
Democratic Services Officer

AGENDA

1. Apologies
2. Minutes of the previous meeting (Pages 1 - 10)
To confirm the minutes of the meeting held on 23 February 2017.
3. Additional urgent business by reason of special circumstances
To be advised of any additional items of business which the Mayor decides by reason of special circumstances shall be taken as matters of urgency at this meeting. Items will be considered at the end of the agenda.
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. Mayor's Communications
To receive such communications as the Mayor may decide to lay before the Council.
6. Questions
To deal with questions under Council Procedure Rule number 11.1

7. Petitions

To deal with petitions submitted in accordance with Council Procedure Rule 10.11.

8. Leader of the Council's Position Statement

To receive the Leader of the Council's Position Statement.

9. Minutes of the Scrutiny Commission (Pages 11 - 14)

To receive for information only the minutes of the Scrutiny Commission meeting held on 8 February 2017.

10. Polling place changes (Pages 15 - 24)

To seek approval of changes to some polling stations in advance of the elections on 4 May 2017.

11. Developing Communities Fund (Pages 25 - 44)

To seek approval of the delivery of the Developing Communities Fund, the eligibility of projects, the evaluation criteria and process.

This was considered by the Scrutiny Commission at its meeting on 8 February and an extract from the minutes of that meeting is attached.

Agenda Item 2

HINCKLEY AND BOSWORTH BOROUGH COUNCIL

23 FEBRUARY 2017 AT 6.30 PM

PRESENT: MR LJP O'SHEA – DEPUTY MAYOR

Mr DC Bill MBE, Mr CW Boothby, Mr SL Bray, Mrs R Camamile, Mr MB Cartwright, Mrs MA Cook, Mr DS Cope, Mrs GAW Cope, Mr WJ Crooks, Mr MA Hall, Mrs L Hodgkins, Mr E Hollick, Mrs J Kirby, Mr C Ladkin, Mr KWP Lynch, Mr K Morrell, Mr K Nichols, Mr M Nickerson, Mrs J Richards, Mr SL Rooney, Mrs MJ Surtees, Mr BE Sutton, Miss DM Taylor, Mr P Wallace, Mr R Ward, Mr HG Williams, Ms BM Witherford and Ms AV Wright

Officers in attendance: Ilyas Bham, Bill Cullen, Julie Kenny, Rebecca Owen, Rob Parkinson, Sharon Stacey and Ashley Wilson

364 DEPUTY MAYOR IN THE CHAIR

In the absence of the Mayor due to a civic engagement within the community, the Deputy Mayor took the chair for this meeting.

365 APOLOGIES

Apologies for absence were submitted on behalf of Councillors Allen, Bessant, Lay, Roberts and Smith. It was also noted that Councillors Richards and Taylor would be late.

366 MINUTES OF THE PREVIOUS MEETING

It was moved by Councillor Sutton, seconded by Councillor Hall and

RESOLVED – the minutes of the meeting held on 10 January 2017 be confirmed and signed by the Deputy Mayor.

367 DECLARATIONS OF INTEREST

No interests were declared at this stage.

368 QUESTIONS

The following questions were received and responses provided in accordance with council procedure rule 11.1:

(a) From Councillor Crooks to the Executive member for Regeneration, Asset Management and Growth:

“Would the Executive member please advise me (given the problems in Leicester City) whether we have adopted the Government’s standards of a minimum of 37 sqm for anyone building or converting buildings into flats in our local plan? If not, are we looking to amend our standards to cover this? This standard will prevent planning applications coming in sub-standard size and the council then being unable to refuse permission”.

Response from Councillor Surtees:

“The current local plan does not include the principles set out in the Government’s technical housing standards – nationally described space standard. However, where planning applications are received contrary to these standards, officers work with applicants to address significant issues and thus encourage better design and size standards such as making reference to current good practice. In addition, it has often been noted that poor quality proposals in terms of space standards fall short in other policy areas which means that they are not likely to gain support for approval. There is a strong commitment to address this policy gap and so we will be including policy and guidance related to appropriate housing standards in the new local plan that reflects and builds on the national standards.”

(b) From Councillor Bray to the Executive member for Development Management:

“Could the Executive member please update Council on the latest position regarding the issuing of planning consent for the Barwell SUE and could he give his best estimate of when he expects this to be issued?”

Response from Councillor Rooney:

“I thank Cllr Bray for his question.

The position is that at Planning Committee on 3 March 2015, it was moved by Councillor Hulbert, seconded by Councillor Hodgkins and resolved that the Chief Planning & Development Officer be granted delegated powers to finalise all matters associated with the completion of the S106 agreement and the range, scope and drafting of all planning conditions and to issue outline planning permission.

Officers have since that time been endeavouring to finalise those details with the developers. Whilst the majority of the terms are agreed, it is only in the last week that a final draft of the Section 106 agreement has been returned from the developers. This is now being scrutinised by the council. Once this document is agreed and signed, the planning permission can be issued. The best estimate for this is April 2017. We will continue to press the developer to reach agreement and expedite the development, which remains on course to being late 2017.”

By way of supplementary question, Councillor Bray asked whether the Administration was committed to delivering the SUE. In response, Councillor Rooney assured Council of their commitment.

(c) From Councillor Bray to the Executive member for Town & Urban Communities:

“Would the Executive member for car parks please look again at the situation for car parking for members of Hinckley Leisure Centre? At the previous site, members were given free use of the car park whilst using the centre. Since its relocation, this is no longer the case and residents living in Mount Road, Priesthills Road and other surrounding streets, who already suffer considerable parking problems, have found an increase in cars using their street from leisure centre users. Would he look at restoring the free passes as soon as possible to help alleviate this problem?”

As a supplementary question to the response that had been included in the supplementary agenda, Councillor Bray asked whether any residents’ permits for council car parks available following the review of this would be free to residents.

Councillor Ladkin then referred to his amended response to the original question:

“I am aware of the problems of on-street parking in Hinckley, and Lib Dem members must take some responsibility for that. Having replaced almost 500 council run long

and short stay parking places on Argents Mead, the former Bus Station site, and Brunel Road with a large single short stay car park. It is not surprising that people are turning to streets for long stay parking, and there is lots of evidence to suggest that this is the cause of the discontent across much of Hinckley Town Centre.

The parking charge for members at the Leisure centre is 50p for up to three hours, which is adequate for most leisure activities and also a shopping trip into the town centre. This charge is lower than other town centre visitors who pay 50p for 1 hour and it is therefore likely that some people parking on-street are not members of the Leisure Centre.

The introduction of free car park passes for members would not be feasible, and in my opinion, would encourage non leisure centre use causing clogging up of the car parks.

Our Town Centre car parks need to have good turnover so that there are adequate spaces for all users including shoppers. I have requested that the Leisure Centre Operator effectively communicates with its customers asking them to be respectful in where they park their vehicles to avoid inconvenience to local residents, but we have no control at present over where non leisure centre members choose to park.

Leisure Centre Members can now also park on The Castle Car Park.

There is a problem in the streets around Hinckley Town Centre with residents finding parking difficult and I have been approached by a number of them, mostly wondering why a problem that has been getting worse for years has not been acted upon.

I have already initiated a Group of officers and members to look into how we can best ameliorate this problem. As you may or may not be aware LCC are responsible for on street parking controls so we will work with them to implement Restricted Parking zones with exemptions for Resident's where appropriate. These schemes will only work with the availability of sufficient, low-cost, long-stay car parks something that Lib Dems have removed but that we will introduce where necessary.

As part of our Town Centre parking review we will be reviewing the residents parking permits and increasing the number available if appropriate.

To propose to reintroduce free parking for Leisure Centre Members is simplistic and just moves the problem around."

(d) From Councillor Nichols to the Executive member for Neighbourhood Services:

"Could the Executive member update me and local residents living in the Richmond Gate area, about what is being done to resolve the long running saga about opening up the access from that area into Richmond Park?

Does he also agree that this needs resolving quickly as opening this gate would allow a safe access to Richmond Park and to the school, as well as easing congestion in the Tudor Road area at the start and the end of the school day?"

Response from Councillor Nickerson:

"As members may be aware, Leicestershire County Council has refused to adopt the flight of steps as they are not inclusive or compliant with the requirements of the Disability Discrimination Act 1995. However, in January 2014 they advised planning officers that they were happy for HBBC to discharge the planning condition as the access to the development was in place and therefore no further action was possible

under the original condition. Officers will continue to liaise and negotiate with the developer, AR Cartwright, to see if they are willing to open up the pathway for the benefit of the residents. If this proves unsuccessful, officers will then prepare a report to Hinckley Area Committee for members' consideration detailing the current position, proposals and risks to the authority in terms of the access. I can assure members that officers and I are frustrated with the current situation, which we will be seeking to resolve as soon as possible."

- (e) Question from Councillor Nichols to the Executive member for Development Services:

"As the lead member for planning you may or may not know, in the last few months in two different areas of Hinckley there have been two three-bedroom houses converted into Houses of Multiple Occupancy (HMOs) for up to six persons under the Town & Country Planning (General Permitted Development) England Order 2015. This has caused several complaints from residents in both areas, especially concerning parking and possible noise disturbances etc.

Article 4 of the Town & Country Planning (General Permitted Development) England Order 2015 states:-

If the Local Planning Authority is satisfied that it is expedient that development described in any ... class ... should not be carried out unless permission is granted for it on application, the Local Planning Authority may make a direction that the permission granted shall not apply to (a) all or any development of the class in question in an area specified in that direction.

The approval of the Secretary of State is not required for a direction made under the above, if the relevant authority considers the development would be prejudicial to the proper planning of their area or constitute a threat to the amenities of their area (Article 5(4) of the Permitted Development Order). Article 5 also contains the procedure for publicising a direction made by the local authority that a specific permitted development order does not apply to a specific area or areas.

Could the Executive member confirm that the council is looking at the application of Articles 4 and 5 of the Town & Country Planning (General Permitted Development) England Order 2015?"

Response from Councillor Rooney:

"Thank you for your question Cllr Nichols. I am aware of the two planning applications that you refer to and the significant level of neighbour objection to the change of use. I recognise that Houses in Multiple Occupancy can cause problems for local communities, particularly in relation to car parking and disturbance for neighbours. However, the government feels that the benefits of providing this type of accommodation outweigh the negative aspects, which has led to the relaxation of controls. We have a shortage of one-bedroom accommodation in Hinckley & Bosworth and these types of uses can help to meet that demand.

The resource implications of proceeding with an Article 4 direction are substantial and won't directly deal with the concerns recently raised in relation to these two planning applications. We need to remember that, even if the council introduces an Article 4 direction, that doesn't mean we are able to defend the refusal of planning permission in most cases without this being underpinned by specific planning policies relating to the concerns being expressed. Article 4 directions are more appropriate where there are high numbers of properties being converted in dense urban areas – such as in a university town or city. Whilst the suggestion isn't considered

appropriate for Hinckley & Bosworth at this time, this will be kept under review if the problems become more significant in the future.”

As a supplementary question, Councillor Nichols asked what the aforementioned substantial resource implications associated with an Article 4 direction were and whether it would resolve the issues. Councillor Rooney agreed to provide a response within the next week.

Councillor Taylor entered the meeting at 6.35pm.

369 LEADER OF THE COUNCIL'S POSITION STATEMENT

In presenting his position statement, the Leader referred to bids for improvement works to the A5, a meeting with the Chief Executive of the George Eliot Hospital and a peer review follow-up meeting with Mark Edgell of the LGA.

Councillor Richards entered the meeting at 6.55pm.

370 CORPORATE PLAN

The Leader presented the Corporate Plan 2017 to 2021. It was noted that the plan received cross party support at the last meeting of the Scrutiny Commission. It was moved by Councillor Hall, seconded by Councillor Bill and

RESOLVED – the Corporate Plan 2017 to 2021 be approved.

371 FINANCE REPORTS

It was noted that presentation and debate on the finance items (agenda items 10 to 16 – minutes 372 to 378 refer) would be taken together, but votes would be taken on each report separately.

The Leader presented the budget and debate ensued thereon. During discussion, reference was made to:

- The difficulties in forecasting longer-term positions in relation to business rates and the new homes bonus due to uncertainties and changes in the basis of direct government funding and the move towards 100% rates retention
- The commendable concept of the Developing Communities Fund – although some members strongly felt that the fund should be available for projects in the special expenses area of Hinckley and others felt that Hinckley had already benefitted from extensive regeneration over the last few years, funded from the general fund
- The potential for increased responsibility for the Hinckley Area Committee
- The increase in support for vulnerable people
- The predicted increase in fuel costs in 2017/18
- The need to consider concessions on the garden waste charge for charitable groups
- The difficulty in letting large retail units.

372 MEDIUM TERM FINANCIAL STRATEGY

Further to the discussion on the finance reports (minute 371 refers), it was moved by Councillor Hall and seconded by Councillor Morrell that the recommendations within the Medium Term Financial Strategy report be approved. Councillor Bray along with five other councillors requested that voting on this item be recorded. The vote was taken as follows:

Councillors Boothby, Camamile, Cook, Hall, Kirby, Ladkin, Morrell, Nickerson, O'Shea, Richards, Rooney, Surtees, Sutton, Wallace, Ward, Williams and Wright voted FOR the motion (17);

Councillors Bill, Bray, Cartwright, Mr Cope, Mrs Cope, Crooks, Hodgkins, Hollick, Lynch, Nichols, Taylor and Witherford voted AGAINST the motion (12).

The motion was declared CARRIED and it was

RESOLVED – the updated Medium Terms Finance Strategy (MTFS) and increase in minimum balance target to an average of 15% over the life of the MTFS be approved.

373 GENERAL FUND BUDGET

Further to the discussion on the finance reports (minute 371 refers), it was moved by Councillor Hall and seconded by Councillor Morrell that the recommendations within the General Fund Budget report be approved. In accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, voting on this item was recorded and taken as follows:

Councillors Boothby, Camamile, Cook, Hall, Kirby, Ladkin, Morrell, Nickerson, O'Shea, Richards, Rooney, Surtees, Sutton, Wallace, Ward, Williams and Wright voted FOR the motion (17);

Councillors Bill, Bray, Cartwright, Mr Cope, Mrs Cope, Crooks, Hodgkins, Hollick, Lynch, Nichols, Taylor and Witherford voted AGAINST the motion (12).

The motion was declared CARRIED and it was

RESOLVED –

- (i) The general fund budget for 2016/17 and 2017/18 be approved;
- (ii) The special expenses area budget for 2016/17 and 2017/18 be approved;
- (iii) The movement in general fund reserves and balances for 2016/17 and 2017/18 be approved.

374 COUNCIL TAX SETTING

Further to the discussion on the finance reports (minute 371 refers), it was moved by Councillor Hall and seconded by Councillor Morrell that the recommendations within the report for Calculation of Council Tax for 2017/18 be approved. In accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, voting on this item was recorded and taken as follows:

Councillors Boothby, Camamile, Cook, Hall, Kirby, Ladkin, Morrell, Nickerson, O'Shea, Richards, Rooney, Surtees, Sutton, Wallace, Ward, Williams and Wright voted FOR the motion (17);

Councillors Bill, Bray, Cartwright, Mr Cope, Mrs Cope, Crooks, Hodgkins, Hollick, Lynch, Nichols, Taylor and Witherford voted AGAINST the motion (12).

The motion was declared CARRIED and it was

RESOLVED – the following be approved for 2017/18 in accordance with the Local Government Finance Act (1992):

- (i) A council budget requirement excluding special expenses and parish councils of £10,247,348;
- (ii) A council net budget requirement including special expenses of £10,903,051;
- (iii) A total net budget requirement including special expenses and parish councils of £12,763,807;
- (iv) A contribution from revenue support grant (including the element indicated for local council tax support) and non-domestic rates (indicated by the NNDR baseline) of £3,180,842;
- (v) A forecast transfer of £147,841 deficit to the collection fund from the general fund;
- (vi) A band D council tax for borough wide services, excluding special expenses and parish council precepts, of £104.54;
- (vii) A band D council tax for borough wide services and an average of special expenses services of £122.09;
- (viii) An average band D council tax relating to borough wide services and an average of special expenses and parish council services of £171.89;
- (ix) The total council tax, including amounts for Leicestershire County Council, Police & Crime Commissioner and Combined Fire Authority and for each area and valuation band as detailed in appendix A to the report.

375 HOUSING REVENUE ACCOUNT BUDGET 2017/18

Further to the discussion on the finance reports (minute 371 refers), it was moved by Councillor Hall and seconded by Councillor Morrell that the recommendations within the Housing Revenue Account Budget 2017/18 report be approved. Upon being put to the vote the motion was CARRIED and it was

RESOLVED –

- (i) The rent policy for 2017/18 be approved;
- (ii) The revised housing revenue and housing repairs account budgets for 2016/17 be approved;
- (iii) The housing revenue and housing repairs account budgets for 2017/18 be approved;
- (iv) The proposed movement in reserves be approved.

376 CAPITAL PROGRAMME

Further to the discussion on the finance reports (minute 371 refers), it was moved by Councillor Hall and seconded by Councillor Morrell that the recommendations within the

Capital Programme 2016/17 to 2019/20 be approved. In accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, voting on this item was recorded and taken as follows:

Councillors Bill, Boothby, Bray, Camamile, Cartwright, Cook, Mr Cope, Mrs Cope, Crooks, Hall, Hodgkins, Hollick, Kirby, Ladkin, Lynch, Morrell, Nichols, Nickerson, O'Shea, Richards, Rooney, Surtees, Sutton, Taylor, Wallace, Ward, Williams, Witherford and Wright voted FOR the motion (29).

There were no votes against the motion.

The motion was declared CARRIED and it was

RESOLVED –

- (i) The proposed capital programme for the years 2016/17 to 2019/20 be approved;
- (ii) The growth bids detailed within the report be approved.

377 FEES & CHARGES

Further to the discussion on the finance reports (minute 371 refers), it was moved by Councillor Hall and seconded by Councillor Morrell that the recommendations within the report for Calculation of Council Tax for 2017/18 be approved. In accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, voting on this item was recorded and taken as follows:

Councillors Boothby, Camamile, Cook, Hall, Kirby, Ladkin, Morrell, Nickerson, O'Shea, Richards, Rooney, Surtees, Sutton, Wallace, Ward, Williams and Wright voted FOR the motion (17);

Councillors Bill, Bray, Cartwright, Mr Cope, Mrs Cope, Crooks, Hodgkins, Hollick, Lynch, Nichols, Taylor and Witherford voted AGAINST the motion (12).

The motion was declared CARRIED and it was

RESOLVED – the fees and charges book for 2017/18 be approved.

378 PRUDENTIAL INDICATORS AND TREASURY MANAGEMENT STRATEGY

Further to the discussion on the finance reports (minute 371 refers), it was moved by Councillor Hall and seconded by Councillor Morrell that the recommendations within the Prudential Code and Treasury Management report be approved. Upon being put to the vote the motion was CARRIED and it was

RESOLVED –

- (i) The prudential indicators and limits for 2016/17 to 2019/20 be approved;
- (ii) The minimum revenue provision (MRP) statement be approved;
- (iii) The treasury management strategy 2016/17 to 2019/20 and the treasury prudential indicators be approved;

- (iv) The investment strategy contained in the treasury management strategy be approved.

Councillor Hollick left the meeting at 8.04pm.

379 PAY POLICY STATEMENT 2017-18

Consideration was given to the pay policy statement for 2017/18 as required by the Localism Act 2011. It was moved by Councillor Wright, seconded by Councillor Surtees and

RESOLVED – the council's pay policy statement for 2017/18 be approved.

(The Meeting closed at 8.05 pm)

MAYOR

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HINCKLEY AND BOSWORTH BOROUGH COUNCIL

SCRUTINY COMMISSION

8 FEBRUARY 2017 AT 6.30 PM

PRESENT: Mr MR Lay - Chairman
Mrs R Camamile and Mr KWP Lynch – Vice-Chairman

Mr DC Bill MBE, Mr DS Cope (for Mr SL Bray), Mr WJ Crooks, Mr BE Sutton and Mr HG Williams

Also in attendance: Councillor M Hall, Councillor C Ladkin, Councillor K Morrell, Councillor SL Rooney and Councillor MJ Surtees

Officers in attendance: Bill Cullen, Edwina Grant, Rebecca Owen, Rob Parkinson, Kirstie Rea, Caroline Roffey, Sharon Stacey, Julie Stay and Ashley Wilson

354 APOLOGIES AND SUBSTITUTIONS

Apologies for absence were submitted on behalf of Councillors Bray and Wallace, with the substitution of Councillor Mr Cope for Councillor Bray authorised in accordance with council procedure rule 4.

355 MINUTES

On the motion of Councillor Camamile, seconded by Councillor Sutton, it was

RESOLVED – the minutes of the meeting held on 8 December 2016 be confirmed and signed by the Chairman.

356 DECLARATIONS OF INTEREST

Advice was sought in relation to the Developing Communities Fund and whether parish councillors should declare an interest in the item on the agenda. Members were advised that, whilst the Scrutiny Commission was not making a decision on the projects to be funded, it would be wise to declare a personal interest.

Councillors Camamile, Crooks, Lay, Lynch, Wallace and Williams declared a personal interest in item 10 “Implementation of the Developing Communities Fund”.

357 HINCKLEY HEALTH SERVICES REVIEW - UPDATE

Toby Sanders, Caroline Trevithick, Nick Willmott and Sue Venables were in attendance to provide an update on the CCG’s review of local healthcare provision. Proposals and the capital required to fund these, both in the Hinckley area and the Leicester hospitals, were outlined and discussed. Improvements to GP services in Earl Shilton, Barwell and Burbage were also highlighted. Concerns were raised over the need for enhanced facilities in the areas of the borough experiencing growth and reference was made to the Hollycroft estate and the impact of development of land west of Hinckley.

Members emphasised the importance of a joined-up approach with the Warwickshire hospitals, and the Chief Executive made reference to a recent meeting with lead members and the Chief Executive of the George Eliot Hospital where reassurance was provided about the future of A&E services at the hospital. The opportunity was identified for a key role of the council in advising in relation to housing development and population

growth and supporting people in their own homes. A forthcoming meeting on Section 106 contributions, which an HBBC officer would be attending, was mentioned.

Councillor Sutton left the meeting at 7.20pm.

Members requested that the Scrutiny Commission be kept updated on the review and receive further presentations when there was progress to report.

358 CORPORATE PLAN

The Scrutiny Commission gave consideration to the Corporate Plan for 2017 to 2021. The chairman welcomed the level of involvement that cross-party senior members had been afforded in the development of the plan. It was moved by Councillor Camamile, seconded by Councillor Cope and

RESOLVED – the Corporate Plan 2017 to 2021 be endorsed and RECOMMENDED to Council.

Councillor Hall left the meeting at 7.40pm.

359 PAY POLICY STATEMENT 2017/18

Members were presented with the pay police statement 2017/18. A member welcomed the authority paying above the living wage. It was moved by Councillor Crooks, seconded by Councillor Camamile and

RESOLVED – the pay policy statement be endorsed and RECOMMENDED to Council.

360 BURIAL LAND

In response to a request of the Scrutiny Commission, members received a report on availability of burial land. It was noted that, in the short to medium term, sufficient land was available. A member suggested that land in the cemetery for his parish required diocese permission to use and this accounted for the discrepancy between the borough council and parish estimates. Discussion ensued on the need for crematoria and it was noted that the business case for a crematorium in the borough was being developed. It was requested that this be brought to the Commission in due course if pursued.

RESOLVED –

- (i) The report and results of the survey be noted;
- (ii) The report be sent to all parish councils to assist them in planning their future burial provision;
- (iii) Any future report on crematorium feasibility be brought to the Scrutiny Commission.

361 IMPLEMENTATION OF THE DEVELOPING COMMUNITIES FUND

The Scrutiny Commission gave consideration to the delivery of the Developing Communities Fund (DCF) including the criteria, process and amount of funding available for each project.

Following discussion whereby various options were considered, it was moved by Councillor Lay and seconded by Councillor Camamile that:

- “(i) The following eligibility criteria be recommended to Council:
- (a) The minimum project size of £30,000;
 - (b) The minimum parish contribution be set at 35% (irrespective of housing growth or council tax level);
 - (c) The parish must be committed to a neighbourhood plan;
 - (d) No funding for highways improvements;
 - (e) Must meet HBBC corporate plan priorities;
 - (f) No more than one project to be funded per parish;
 - (g) Projects must be completed within three years of an offer being made;
 - (h) Only those projects submitted as an expression of interest in December 2016 are eligible for application to the fund at this stage.
- (ii) The maximum contribution from the council to any bid be set at £350,000;
- (iii) The suggestion be included in documentation that parishes can join together to submit a bid. This would ensure smaller parishes are not disadvantaged by the set minimum project size.”

Councillors Bill and Lynch wished it to be recorded that they felt the fund should be available to the Hinckley area as Hinckley residents had contributed to the fund and found it unfair that Hinckley residents would not benefit from capital projects under the fund. In response, some members felt that over several years, Hinckley had benefited from a great deal of capital investment funded by the borough but not for the benefit of residents across the whole borough and that the criteria for the DCF was fair.

On the motion of Councillor Lay, seconded by Councillor Camamile, it was

RESOLVED – the following be RECOMMENDED to Council:

- (i) The fund size be set at a maximum of £1,400,000 for applications to the DCF;
- (ii) The following eligibility criteria be established:
 - (a) The minimum project size of £30,000;
 - (b) The minimum parish contribution be set at 35% (irrespective of housing growth or council tax level);
 - (c) The parish must be committed to a neighbourhood plan;
 - (d) No funding for highways improvements;
 - (e) Must meet HBBC corporate plan priorities;
 - (f) No more than one project to be funded per parish;
 - (g) Projects must be completed within three years of an offer being made;
 - (h) Only those projects submitted as an expression of interest in December 2016 are eligible for application to the fund at this stage.
- (iii) The maximum contribution from the council to any bid be set at £350,000;
- (iv) The suggestion be included in documentation that parishes can join together to submit a bid to the DCF.

Councillors Crooks and Morrell left the meeting at 8.25pm.

362 THE HOUSING AND ECONOMIC DEVELOPMENT NEEDS STUDY AND STAGE 2 - LEICESTER AND LEICESTERSHIRE JOINT STATEMENT OF COOPERATION

Members were briefed on the findings of the completed Housing and Economic Development Needs Assessment (HEDNA) and the implications for Hinckley & Bosworth and on the Leicester and Leicestershire joint statement of cooperation, which outlined how the local authorities would work together.

It was explained that most districts, including Hinckley & Bosworth, had capacity for future growth, whereas Leicester City and Oadby & Wigston had little capacity and therefore their need may have to be met outside of those areas. A member suggested this was unfair on the other districts which were continuing to receive a large amount of development. The importance of consultation with members and the public, should this be necessary, was highlighted.

Concern was expressed in relation to infrastructure capacity to cope with the growth, and in response it was confirmed that all agencies were maintaining communication in relation to this and were trying to achieve infrastructure up front to support growth. It was noted that a bid for Government funding for infrastructure support was available. The impact on the health, fire and police services was also highlighted.

It was noted that this evidence base would inform the development of growth plans for the county and officers would be facilitating engagement with members and the public at various stages of local growth and development plans in accordance with the Local Development Scheme agreed by Council in January 2017.

RESOLVED – the report be noted.

363 SCRUTINY COMMISSION WORK PROGRAMME 2016-18

The Scrutiny Commission gave consideration to the work programme to 2018. Attention was drawn to the review of the waste service requested for the April meeting.

(The Meeting closed at 8.50 pm)

CHAIRMAN



Hinckley & Bosworth
Borough Council

A Borough to be proud of

FORWARD TIMETABLE OF CONSULTATION AND DECISION MAKING

COUNCIL 21 MARCH 2017

WARDS AFFECTED: BARLESTONE, NAILSTONE & OSBASTON; BARWELL;
BURBAGE ST CATHERINE'S & LASH HILL; EARL SHILTON;
MARKFIELD, STANTON & FIELD HEAD

PROPOSED POLLING STATION VENUE CHANGES

REPORT OF RETURNING OFFICER

1. PURPOSE OF REPORT

1.1 To put the proposed polling station changes into effect for the Local Government Elections which are to be held on 4 May 2017.

2. RECOMMENDATION

2.1 Approve the polling station changes recommended by the Returning Officer which are attached as Appendix A to this report

3. BACKGROUND TO THE REPORT

3.1 Following the previous Polling Place review in 2014 there have been a number of stations which are no longer available to be used as polling stations.

3.2 There have also been requests for changes to current polling stations from key stakeholders including from parish clerks, members of the public and polling stations.

3.3 Appendix A lists all polling station agreed by the council and the proposed venues for May 2017. “*CHANGE*” in the right hand margin indicates a change of venue together with a reason for the change.

3.4 The Election team has consulted with each of the leaders of the political groups and have not received any objections to the recommended changes.

4. EXEMPTIONS IN ACCORDANCE WITH THE ACCESS TO INFORMATION PROCEDURE RULES

4.1 Report is to be taken in open session.

5. FINANCIAL IMPLICATIONS (DW)

5.1 As the costs of the county council elections will be covered by Leicestershire County Council there will be no financial implications for the council.

6. LEGAL IMPLICATIONS (AR)

6.1 The Council has a statutory duty in accordance with the Electoral Registration and Administration Act 2013 to undertake regular reviews of its polling places.

6.2 The recommendations within this report ensure that the Council has discharged its statutory duty.

7. CORPORATE PLAN IMPLICATIONS

7.1 Strong and distinctive communities.

8. CONSULTATION

8.1 Presiding Officers at EU Referendum and PCC election 2016
Polling station venues
Other stakeholders including councillors, parish councils.

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:

Management of significant (Net Red) Risks		
Risk Description	Mitigating actions	Owner
Voters will attend the incorrect building	Name & address of polling station will be supplied on poll card together with a note to highlight the change Polling station staff of affected polling stations will be advised Details of all venues will be published on the situation of polling stations notice Details of polling station venues will be included on the Council website	Bill Cullen

10. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

10.1 No significant impact on any particular group within the community. DDA has been taken into account when assessing new venues.

11. CORPORATE IMPLICATIONS

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

- Community Safety implications
- Environmental implications
- ICT implications
- Asset Management implications
- Procurement implications
- Human Resources implications
- Planning implications
- Data Protection implications
- Voluntary Sector

Background papers: None

Contact Officer: Mark West ext. 5918

Executive Member: Cllr A Wright

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APPENDIX A

Proposed Polling Stations – Local Government Elections 4 May 2017

Polling District	Default Polling Place	Proposed polling place for 2017	Reason for change/ additional notes
AAA	Stoke Golding Methodist Church Hall Main Street, Stoke Golding, Nuneaton,Warks, CV13 6EG	Same as Default	
AAB	Higham On The Hill Methodist Church Hall Main Street, Higham On The Hill, Nuneaton,Warks,, CV13 6AJ	Same as Default	
AAC	Dadlington Village Hall The Green, Dadlington, Nuneaton,Warks,, CV13 6JB	Same as Default	
AAD			
AAE	Sutton Cheney Village Hall Main Street, Sutton Cheney, Nuneaton,Warks,,	Same as Default	
AAAF	Sibson Village Hall		
AAAG	Sheepy Road, Sibson, Nuneaton,Warks,,		
AAAH		Same as Default	
AAABA	St Francis Community Centre Tudor Road, Hinckley, Leics, LE10 0EQ	Same as Default	
ACA			
ACB	St Francis Community Centre Tudor Road, Hinckley, Leics, LE10 0EQ	Same as Default	

APPENDIX A
Proposed Polling Stations – Local Government Elections 4 May 2017

ABB	The Mary Forryan Centre – The Leo Kane Room, St	Same as Default.	
ABC	Peters Roman Catholic Church, Leicester Road, Hinckley		
ACC	Redmoor Academy Wykin Road, Hinckley, Leics, LE10 0EP	Same as Default	
BAA	Barwell Scout Hut, Byron Street, LE9 8FD	Same as Default	
BAB	Barwell Indoor Bowling Club, Kirkby Road, Barwell, Leicester, LE9 8FQ	George Ward Centre, Church Lane, LE9 8DG	Barwell Indoor Club requires extra lighting to be paid for outside which costs £340 extra for each election. We had to use the George Ward Centre for the EU referendum as the Barwell Indoor Bowling Club was too small to have a split polling station. We had no issues with the George Ward Centre being used for the referendum.
BAC	Barwell Village Hall High Street, Barwell, Leicester,,	Same as Default	
CAA	Burbage Methodist Church, Windsor Street, Burbage, LE10 2EE	Burbage Millennium Hall Britannia Road, Burbage, Hinckley, Leics, LE10 2HF	Due to the Demolition of the Burbage Methodist Church we need to use the Millennium hall temporarily. We intend to use the Burbage Methodist Church when it is rebuilt. The use of the Millennium Hall did not cause an issue at the EU Referendum

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APPENDIX A**Proposed Polling Stations – Local Government Elections 4 May 2017**

CAB	Burbage Millennium Hall Britannia Road, Burbage, Hinckley, Leics., LE10 2HF	Same as Default	
CAC	Sketchley Grange Hotel - Bosworth Suite Sketchley Lane, Burbage, Hinckley, Leics., LE10 3HU	Same as Default	
CAD	Pentecostal Church Tilton Road, Burbage,	Same as Default	
CAE	Higham Way Baptist Church Hall Higham Way, Burbage, Hinckley, Leics.,	Same as Default	
DAA	Baptist Chapel School Room	Same as Default	
DAB	Mount Road, Hinckley, Leics.,	Same as Default	
DAC	Trinity Centre - Holy Trinity Church	Same as Default	
DAD	Trinity Vicarage Road, , Hinckley, LE10 0BX , Leics,	Same as Default	
EAA	The Westfield Community Centre Rosemary Way, Hinckley, Leics., LE10 0LN	Same as Default	
EAB	Hope Community Church Deveron Way, Hinckley, Leics., LE10 0XD	Same as Default	
EAC	St Johns Church Centre	Same as Default	
EAD	351 Coventry Road, Hinckley, Leics., LE10 0NF	Same as Default	
FAA	Earl Shilton Baptist Church Mill Lane, Earl Shilton, Leicester.,	Same as Default	
FAB	St Simons & St Judes Church Hall High Street, Earl Shilton, Leicester., LE9 7LR	Same as Default	

APPENDIX A
Proposed Polling Stations – Local Government Elections 4 May 2017

FAC	Earl Shilton Methodist Church Wood Street, Earl Shilton, Leicester,	Same as Default	
FAD	Heathfield Academy Belle Vue Road, Earl Shilton, Leicester, LE9 7BA	Heath Lane Academy, Heath Lane, Earl Shilton, Leicester, LE9 7PD	Heathfield Academy now merged with William Bradford Academy and moved to Heath Lane. This is still in the correct polling district.
GAA	Groby Village Hall (main hall) Leicester Road, Groby	Same as Default	
GAB	Groby Village Hall (back hall) Leicester Road, Groby	Same as Default	
HAA	Markfield Community and Sports Centre, Mayflower Close, Markfield, Leics, LE67 9ST	Same as Default	
HAD		Same as Default	
HAB	Stanton Under Bardon Youth Centre Main Street, Stanton Under Bardon, Markfield, Leics	Stanton Under Bardon Village Hall, 2 St John Cole Crescent, Stanton Under Bardon, Markfield, Leics, LE67 9AE	New Village Hall is more central in Stanton Under Bardon has good parking facilities and good accessibility.
HAC			
HBA	Bagworth Community Centre Bagworth, Leics, LE67 1BH	Same as Default	
HBB	Thornton Community Centre, Sports Hall Main Street, Thornton, Leics, LE67 1AH	Same as Default	
HBC	Ratby Church Rooms Church Lane, Ratby, Leicester, LE6 0JF	Same as Default	
HCA	Barlestone C Of E Primary School Barton Road, Barlestone, Nuneaton, Warks., CV13	Same as Default	
HCB	0EP		

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Page 22

APPENDIX A
Proposed Polling Stations – Local Government Elections 4 May 2017

HCC	Dove Bank Primary School Bagworth Road, Nailstone, Nuneaton,Warks,, CV13 0QJ	Nailstone All Saints Church Church Road, Nailstone, Nuneaton,Warks,, CV13 0QJ	To prevent having to close the school we will be using the Church which now has improved facilities.
IAA	Botcheston Village Hall Botcheston, Leicester, ,,,	Same as Default	
IAB	St Martins Church Centre Main Street, Desford, Leicester,,,	Same as Default	
IAC	Kirkby Mallory School Room Church Road, Kirkby Mallory, Leicester,,,	Same as Default	
IAD	Peckleton Village Hall Main Street, Peckleton, Leicester,,,	Same as Default	
IAE	Stapleton Village Hall School Lane, Stapleton, Leicester,,,	Same as Default	
IAF	Newbold Verdon County Primary School, Community Lounge, Dragon Lane, Newbold Verdon,Leicester, LE9 9NG	Same as Default	
JAA	Barton In The Beans Former County Primary School	Same as Default	
JAB	Main Street, Barton In The Beans, Nuneaton,Warks,, CV13 0DJ		
JAC	Congerstone Village Hall Main Street, Congerstone, Nuneaton,Warks,, CV13 6LZ	Same as Default	
JAD			
JAE	Shackerstone Village Hall Church Road, Shackerstone,	Same as Default	

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APPENDIX A
Proposed Polling Stations – Local Government Elections 4 May 2017

JAF	Cadeby Church Room, Church Lane, Cadeby, CV13 0AS	Same as Default	
JAG	St Andrews Church, Main Street, Carlton, CV13 0ES	Same as Default	
JAH	Market Bosworth Parish Hall, Park Street, Market Bosworth, CV13 0LL	Same as Default	
JBA	Sheepy Magna Church Main Street, Sheepy Magna, Atherstone,, CV9 3QS	Same as Default	
JBB	Norton Juxta Twycross Village Hall Shelford Lane, Norton-Juxta-Twycross, Atherstone,Warks,, CV9 3QD	Same as Default	
JBC	Twycross Village Hall	Same as Default	
JBD	Burton Road, Twycross, Atherstone,Warks,,		
JBE	St Michaels & All Angels C of E Parish Church Church Lane, Fenny Drayton	Same as Default	
JBF			
JBG	All Saints C of E Parish Church Church Lane, Ratcliffe Culey, Atherstone,,Warks, CV9 3PA	Same as Default	
JBH	Witherley Parish Room Chapel Lane, Witherley, Atherstone,Warks,,	Same as Default	



Hinckley & Bosworth
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SCRUTINY COMMISSION 8 FEBRUARY 2017
COUNCIL 21 MARCH 2017

WARDS AFFECTED: ALL WARDS

IMPLEMENTATION OF THE DEVELOPING COMMUNITIES FUND

Report of Director (Environment and Planning)

1. PURPOSE OF REPORT

- 1.1 To seek approval of the delivery of the Developing Communities Fund, the eligibility of projects, the evaluation criteria and process.

2. RECOMMENDATION

- 2.1 That Council agrees the proposed Developing Communities Fund, the eligibility of projects, the evaluation criteria and process.
- 2.2 That authority is delegated to the Director (Environment and Planning) to implement this fund, in consultation with the Executive Lead for Rural Communities and Environment, and the Executive Lead for Town Centres

3. BACKGROUND TO THE REPORT

- 3.1 The outline of the new Developing Communities Fund was approved by Council on 6 September 2016. This Fund was introduced to:-
- support parishes and communities wanting to deliver locally important and ambitious schemes,
 - to build on the success of the Parish and Community Initiative Fund, and
 - to provide support for larger projects in areas where there is (or is anticipated to be) considerable population and/or employment growth.
- Parishes were also encouraged to commence Neighbourhood Development Plans.
- 3.2 The Council wrote to all Parishes on 7 September 2016, inviting expressions of interest (EOI) for funding to be submitted by 9 December 2016. A copy of that letter is attached at Appendix A. Funding support was envisaged as being provided by the Special Purposes reserve, established by Council in February 2016, to avoid any additional loans.

3.3 The Council received EOIs for thirteen projects. Summary details of each are given in Appendix B.

3.4 Update from the EOIs:-

Number of applications / applicants

- Thirteen expressions of interest were received for eleven different parishes.
- Four were from community groups, seven from Parish Councils
- Enquiry's were received from a further five projects but no applications received. Several of these said they had been unable to provide any information within the timescales given.
- Projects were at different stage, of varying quality and as a result full evaluation in order to make fully informed decisions to award grants was not possible.

Type of project (NB some projects have multiple elements)

- Five projects were community buildings.
- Four related to green spaces (two applications were received from different organisations for the same park).
- Two were village centre improvements including car parking.
- Three included highways improvements which are an LCC responsibility (footpaths etc).
- One was for a sports facility.

Financial

- The total value of projects submitted was £2,841,580.
- The largest project was £750,000, the smallest £10,000.
- Two of the projects were less than £15,000 in value and therefore could receive up to £9,000 funding from the PCIF.
- Two projects were £25,000 to £30,000 and could potentially receive funding of £12,000 from the PCIF

Summary

- Six of the applications were for parishes / villages with less than 5% housing growth (actual and projected).
- Seven of the applications were in parishes where a neighbourhood development plan was being developed, two where the parishes were considering starting a plan, and four where the parish had no plans to develop a plan.
- Eight applicants had some evidence of need, five did not.
- Risk for the proposed projects was difficult to determine from the limited information available. The following number of applications appeared to have some degree of risk in the following areas:-
 - Planning – 4
 - Partnership / 3rd party dependency - 3
 - Financial viability (revenue to sustain project) – unclear. There was no evidence from the majority of applicants that ongoing revenue had been calculated or that the projects were sustainable.
 - Lack of capital funding / reliance on other funding sources – 3 would need external funding, the majority of applicants did not appear to have all the funding required and would need either to increase precepts or borrow to fund the project.

3.5 A high level assessment of the EOIs was undertaken and a potential funding model developed which was considered by Executive briefing in December.

- 3.6 Given that six of the projects were unlikely to be funded due to small scale or lack of housing growth in these parishes, these six projects were advised to apply for PCIF funding in December as a precautionary measure to ensure they did not miss out on the opportunity of funding from this alternative source.
- 3.7 Given the high level of demand for the fund, the availability of funding through PCIF, the responsibility of other public authorities and the risks associated of projects not being delivered the following approach is now recommended following consideration at Scrutiny:-
- Maximum fund size
 - Up to £1,400,000 for the expressions of interest received by December 2016.
 - To be reviewed in future years when the evaluation of the current expressions of interest is fully evaluated.
 - Eligibility criteria.
 - Minimum project size £30,000
 - A minimum percentage 5% housing growth forecast / actual for the Parish (period 2009 – 2026)
 - Parish must be undertaking a Neighbourhood Development Plan
 - No funding for highways improvements (LCC responsibility)
 - Must meet HBBC corporate plan priorities
 - No more than 1 project to be funded by this DCF per parish.(joint application)
 - Projects must be completed within 3 years of an offer being made.
 - Only those projects submitted as an expression of interest in December 2016 are eligible for the fund at this stage.
 - The funding formula to help inform funding allocations whereby each grant is calculated by:
 - Minimum parish contribution = $(35\% \times \text{average band D precept}) / \text{actual band D precept}$ (all figures are from 2016/17 budget book and average is calculated from council tax base).
 - Minimum parish contribution 25% of project cost.
 - Where parish already has existing funding sources the maximum amount awarded will not exceed the balance of the project cost.
 - Maximum grant per parish of £1000 per new property – based on HBBC planning service estimates.
 - Maximum grant of £350,000 per parish. Project costs in excess of this maximum to be funded by the applicant
 - Total grants awarded are subject to overall funding limits set out above. Where caps are applied it will be the lower cap that prevales as the level of grant.
 - Where project costs increase no additional funding will be made. Where project costs reduce, the HBBC grant will reduce by the same proportion as the reduction in total project cost.
 - Parishes may submit joint bids for projects where the combined criteria for housing growth shall apply.
 - A standard application process which all applicants must complete to be considered. It will include:-
 - Standard application form.
 - Issue of application forms by 30 March 2017.

- Closing date for applications 1 June 2017 (to allow applicants time to develop projects and to submit fully completed high quality applications which can be properly evaluated).
- It will be the applicant's responsibility to provide the information required. Gaps in information will result in applications being refused.
- Acceptance of the terms of a funding agreement.
- Assessment criteria and processes to ensure correct and best use of Council funds and transparency in the allocation of grants (based on PCIF assessment system). This will include an assessment of:
 - Compliance with eligibility criteria.
 - Financial viability of the project (both capital funding and ongoing revenue)
 - Financial status of applicant
 - Consideration of alternative funding sources e.g. precept increases, use of reserves, charges, and other funding sources.
 - Full assessment of risks
 - Likelihood project will be delivered within 3 years.
 - Link to housing growth including evidence that housing growth has created a need for this project
 - Evidence of need (lack of other facilities, public consultation, neighbourhood plan etc.)
 - Value for money from the project (longevity, number of beneficiaries, reasonableness of costs etc.)
 - Project management arrangements – confidence applicant can deliver project on time and on budget and to specification.
- The team of officers who will share the responsibility for evaluating to be agreed by SLT.
- The evaluation panel to determine allocation of grants will include the Executive Lead for Rural Communities and Environment, the Executive Lead for Town Centres, and officers involved with evaluation. Evaluation panel to be agreed by SLT.
- Determination of grants to be awarded.
 - Evaluation period 1 June- 1 July 2017
 - Evaluation panel to meet w/c 3 July to determine recommended funding allocations.
 - Evaluation panel recommendations considered by SLT briefing and then Scrutiny 10 August 2017 Funding allocations agreed by SLT.
 - Where early resolution of projects is required for critical commencement of schemes a shorter time scale could be developed with overview by a panel of Scrutiny members.
- Conditions of grant will be applied to ensure projects continue to deliver benefits for the community for at least 10 years, to ensure grants are refunded should there be any substantial financial gain associated with the projects (for example land purchased with the grant is then sold by the parish at a later date), and to reduce grant amount where total project cost decreases..
- Named officer to over see each grant awarded to ensure project is on track, meeting agreed objectives, and to ensure correct use of HBBC funding. This will continue until project is complete.

3.8 Should the fund not be fully allocated or grants not be claimed, then consideration will be given to repeating this process to enable a further round of applications and funding.

5. FINANCIAL IMPLICATIONS (AW)

5.1 The Earmarked Reserve to support the Developing Communities Fund is forecast to be £950,000 in 2016/17, with a further £301,000 being placed into the reserve in the financial year 2017/18, and a further £149,000.

5.2 The forecast use of the reserve is based £700,000 of the reserve balance in 2017/18 and the remaining £700,000 in 2018/19. This level of usage has been included in the capital programme. Actual use may differ based on the progress of capital projects funded.

5.3 As the Council is issuing grants to parishes, there will be a need to ensure the grant has been used to meet the conditions of the grant. Therefore a process to release cash based on evidence provided by the parish and monitoring of this will be required. Any failure of the parish to meet the conditions of the grant may lead to the grant funding having to be suspended or returned to the Council. Monitoring of the grant spend will have minimal costs involved, but does need to be in place prior to issuing the funding. Parishes will need to be informed that the grant will be released as and when the funding is required, usually expected to be on evidence of invoices received or certified completion of projects.

Table 1	2016/17	2017/18	2018/19
	£	£	£
Reserve balance	0	950,000	551,000
Developing Communities Fund forecast expenditure	0	(700,000)	(700,000)
Contribution to DCF Reserve	950,000	301,000	149,000
Reserve balance c/f	950,000	551,000	0

5.4 There are no MRP consequences from the issuing of these capital grants.

6. LEGAL IMPLICATIONS (AR)

6.1 The Council has a wide power within section 2 of the Local Government Act 2000. This is known as the ‘well being power’ and seeks to promote or improve the economic, social, and environmental well being of the Council’s area. The statutory power includes providing financial assistance to achieve this purpose.

6.2 In addition to the ‘well being power’ the Council is also able to utilise the General Power of Competence under the Localism Act 2011. This represents a more recent statutory power and further strengthens the ability of the Council to provide financial assistance to Parish Councils as set out within this report.

6.3 The National Planning Practice Guidance issued by the Government sets out the role of the Council in Neighbourhood Planning. It draws attention to the statutory requirement contained within the Town and Country Planning Act 1990 to ‘provide advice or assistance to a parish council, neighbourhood forum or community organisation that is producing a neighbourhood plan’. It also states the Council

should be 'be proactive in providing information to communities about neighbourhood planning'.

6.4 The recommendations within this report will ensure that the Council is able to discharge its statutory obligations in accordance with guidance issued by the Government.

7. CORPORATE PLAN IMPLICATIONS

7.1 The proposals in this report will contribute to the corporate aim of 'Empowering Communities'.

8. CONSULTATION

8.1 Scrutiny Commission considered the matter on 8 February and recommended the following

“(i) The following eligibility criteria be recommended to Council:

- (a) The minimum project size of £30,000;
- (b) The minimum parish contribution be set at 35% (irrespective of housing growth or council tax level);
- (c) The parish must be committed to a neighbourhood plan;
- (d) No funding for highways improvements;
- (e) Must meet HBBC corporate plan priorities;
- (f) No more than one project to be funded per parish;
- (g) Projects must be completed within three years of an offer being made;
- (h) Only those projects submitted as an expression of interest in December 2016 are eligible for application to the fund at this stage.

(ii) The suggestion be included in documentation that parishes can join together to submit a bid. This would ensure smaller parishes are not disadvantaged by the set minimum project size.”

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:

Management of significant (Net Red) Risks		
Risk Description	Mitigating actions	Owner
That Parishes Councils and Communities do not secure community developments commensurate with the demands of	Providing funding to enable Parishes and Communities to take opportunities to introduce/ improve necessary	Director (E&P)

increasing population and business presence.	infrastructure and facilities, not provided by S106 funding or other means.	
Inadequate governance and evaluation leading to inefficient use of finances (reputation / financial)	Robust evaluation process Robust management of the release of funds	Director (E&P)
Poor delivery, design and project management of schemes (reputation / financial)	Ensure adequate evaluation of schemes and adequate project management arrangements by applicants	Director (E&P)
Under utilisation of fund	Consider further applications	Director (E&P)

10. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

- 10.1 The aim of these proposals is to set in place a range of funding opportunities, to enable more equitable funding allocations for those communities which are expanding, so that necessary facilities can be provided, in conjunction with funding from other sources, to promote and support immediate and longer-term sustainability.
- 10.2 The proposals will not have any negative equality effects in relation to protected characteristics; indeed, by extending funding availability to rural areas, they should enhance support for those who have such characteristics.

11. CORPORATE IMPLICATIONS

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

- Community Safety implications
- Environmental implications
- ICT implications
- Asset Management implications
- Procurement implications
- Human Resources implications
- Planning implications
- Data Protection implications
- Voluntary Sector

Background papers: Appendix A – letter sent to parishes
Appendix B – expressions of interest received.

Contact Officer: Rob Parkinson, Director (Environment and Planning) Ext 5641

Executive Members: Cllrs K Morrell and C Ladkin

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Please ask for	Steve Atkinson
Direct dial	01455 255606
Email	steve.atkinson@hinckley-bosworth.gov.uk
Your ref	
Our ref	SD/SA
Date	7 September 2016

To: All Parish Councils

Dear Town/Parish Clerk

Funding for Parishes and Communities - Urgent Attention

As you will be aware, the Borough Council has operated a very popular and successful Parish and Community Initiative Fund for some years now, with around £1 million being awarded to 223 local projects in the last eleven years.

The Council has now (6 September) agreed to increase the maximum annual allocation to each Parish from the current £10,000 to £12,000, with the maximum available per project having the same increase. The Fund will now also contribute a maximum of 60% to the cost of the projects (subject to the above financial maximum) - a rise from 50%. Formal invitations for bids against the fund will be issued shortly and applications should be made in the usual way.

An additional source of funding is also now available for Parishes and communities - the Developing Communities Fund. This fund aims to support larger projects in areas where there is (or is anticipated to be) considerable population and/or employment growth. It can support facilities which Section 106 Developer contributions cannot support because of either financial or legislative limits. Parishes and their communities will be expected to contribute at least 25% of the total project cost, in accordance with the formula on the attached sheet.

In order to be considered for support from the Developing Communities Fund, you are invited to submit outline bids of a potential project to me by 9 December 2016, so that evaluations can take place as part of the Council's budget-setting for 2017/18. 'Joint' bids with partner Parishes will be considered for projects which might contribute to developments across a wider area than a single Parish or community.

The two Funds are available for all Town and Parish Councils and their communities and bids can be submitted against both Funds, but for different projects, depending on their size.

In submitting an outline bid for the Developing Communities Fund, you should address the following questions:

ctd ...

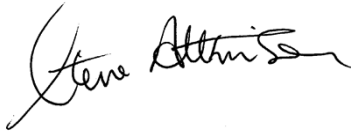
- In order to support increased development in your area (planned, in progress or anticipated), what facility/facilities would be required to provide necessary infrastructure beyond that available under Section 106 arrangements?
- What capital funding would the Parish/Community be able to contribute on a minimum of 25% basis with the Borough Council, as determined by the agreed Funding formula?
- Over what period would you envisage this funding being necessary? (The expectation would be that any funding provided would be expended within three years).

To support any bids, you are encouraged to commence work on Neighbourhood Development Plans, to which the Borough Council could provide Officer support, as this will add weight to your bid, as well as providing greater local certainty on planning matters for the future.

I look forward to your submissions. If you need anything further in the meantime, do get in touch.

All these positive initiatives will be put on the agenda for the next meeting of the Parish Forum on 29 September, which I hope you are able to attend.

Yours sincerely



Steve Atkinson
Chief Executive

cc: Cllr Kevin Morrell
Cllr Chris Ladkin
Edwina Grant

A Developing Communities Fund (DCF)

1. The DCF will be available to all Parishes and their Communities.
2. For any such scheme to be effective, it should;
 - be based on the Parish and Community Initiative Fund principles
 - be affordable (see 5 below)
 - require a financial contribution from the Parish Council/community group of a minimum of 25% of the total cost of the project; the actual level being calculated by reference to the formula in 3 (below). The contribution can be found from all available/legitimate funding sources.
 - be subject to a set of criteria which cover value for money and 'meeting strategic local need'
 - use a sound information/evidence base for the latter criteria, such as could be provided by Neighbourhood Development Plans.
3. The formula for determining the Parish/Community contribution will be based on an 'average' level of 35%, but be varied according the level of actual annual precept, as follows:

$$\frac{\text{Funding percentage required (\%)} \times \text{Average Band D Precept}^*}{\text{Actual Band D Precept}^*}$$

* These figures are subject to change each year.

There will be a minimum contribution from the Parish Council/Community of 25% of the total project cost, irrespective of the Precept levels.

4. The preparation and use of Neighbourhood Development Plans is strongly encouraged on all the Parishes, as it will not only provide a sound evidence base for bids to the DCF, but also a robust evidence base to respond to speculative development applications in the future. The Borough Council can provide support via the establishment of a Parish Plans Support Officer, whose role will cover 'signposting', general advice and project guidance/consultancy support.
5. In addition it should be made clear to that joint bids between Parishes and their communities will be considered, it if can be shown that they have broad support, applicability beyond a single area and have a clear link to any Parish Plans. It should be made clear also that feasibility studies can be considered for funding.

Hinckley and Bosworth Borough Council
6 September 2016

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DCF – Application summary 2016**Parish: Barlestone**

Applicant: Barlestone Parish Council

Project Name: New community hall

Project description: Old hall has been demolished and this larger hall will provide the hub of the community.

Project cost: £300,000

Funding already in place: £150,000 (from sale of old hall)

Grant recommended: £83,400

Parish: Barwell

Applicant: Barwell Parish Council

Project Name: New village centre car park and parish hall

Project description: Purchase of derelict site at top town and creation of a car park to support village businesses and to act as market place (to reduce road closures on event days). New parish hall also to be created on the site

Project cost: £450,000

Funding already in place:

Grant recommended: £250,200

Parish: Burbage

Applicant: Burbage Parish Council

Project Name: Remodel and extension of Millenium hall

Project description: Conversion of existing sports changing rooms into community rooms and café, and extension to hall to create new changing rooms

Project cost: £750,000

Funding already in place: £78,191 S106, £93,100 Parish funds already available), £50,000 additional parish funding. Parish will consider a PWLB loan to cover any shortfall

Grant recommended: @£274,200

Parish: Carlton

Applicant: Carlton Parish Council

Project Name: New footpath

Project description: new 42 m footpath along Nailstone Road, Carlton

Project cost: £10,000 (estimate from LCC)

Funding already in place:

Grant recommended: NIL. Recommend parish apply to PCIF

Parish: Desford

Applicant: Sport in Desford

Project Name: New all weather court with lighting

Project description: New double court (to be used for tennis, football and netball) on existing overflow car park, replacement parking, and lighting

Project cost: £288,000

Funding already in place: £25,000, plus several funding applications submitted

Grant recommended: £140,400

Parish: Market Bosworth

Applicant: Market Bosworth Parish Council

Project Name: Market Bosworth Market Place redevelopment

Project description: Improved infrastructure in market place to meet changing needs of this rural centre. Includes improved traffic movement, new parking (including pay and display machines), built conservation improvements (conservation area), wifi and cctv.

Project cost: £144,000

Funding already in place:

Grant recommended: £72,914

Parish: Markfield

Applicant: Markfield Parish Council

Project Name: Redevelopment of Mayflower Close Park (adjacent to Community Centre)

Project description: Plans to be developed through community consultation but proposals include new all weather pathways, upgrading all weather courts, flood lighting, fitness circuit, extended terrace to community centre for events, improved drainage and soft landscaping.

Project cost: £300,000

Funding already in place: £37,000 s106 and other grant sources identified

Grant recommended: £106,800

Parish: Newbold Verdon

Applicant: Newbold Verdon Parish Council

Project Name: New safety surfacing

Project description: For play equipment on Dragon Lane recreation ground

Project cost: £15,000

Funding already in place:

Grant recommended: NIL – Recommend apply to PCIF

Parish: Newbold Verdon

Applicant: Newbold Verdon Community Action Group

Project Name: Dragon Lane recreation ground improvements

Project description: New pathways and entrances, improvements to play equipment, soft landscaping, benches, outdoor gym, bmx track etc

Project cost: £25,000

Funding already in place:

Grant recommended: NIL – recommend apply for PCIF

Parish: Shackerstone

Applicant: Shackerstone Parish Council

Project Name: Land purchase

Project description: Purchase of land from Gopsall estate including 2 cemetery extensions, land for allotments, Shackerstone village hall, 2 play areas and village green.

Project cost: £75,000

Funding already in place: PWLB loan applied for

Grant recommended: NIL – apply to PCIF for improvements

Parish: Shackerstone

Applicant: Kickstart Community Interest company

Project Name: New community hub Congerstone

Project description: New building in grounds of Congerstone primary school to include facilities for pre school, schools multi use games area, and facilities for all the community.

Project cost: £247,250

Funding already in place: £25,000 leader funding and multiple other funding sources identified

Grant recommended: NIL – apply to PCIF

Parish: Sheepy

Applicant: All Saints Church, Sheepy Magna

Project Name: Refurbishment of church to enable flexible community use

Project description: New flooring, underfloor heating and flexible seating to enable use all year and by many different users (current church floor is rotten, building is too cold for use by all, and fixed seating prevents use by many different groups).

Project cost: £207,330

Funding already in place: £99,478

Grant recommended: £19,200

Parish: Witherley

Applicant: Witherley Parish Council

Project Name: New footpath Kennel Lane, Witherley

Project description: 35m new footpath

Project cost: £30,000

Funding already in place:

Grant recommended: NIL – apply to PCIF

HINCKLEY AND BOSWORTH BOROUGH COUNCIL

SCRUTINY COMMISSION

8 FEBRUARY 2017 AT 6.30 PM

PRESENT: Mr MR Lay - Chairman
Mrs R Camamile and Mr KWP Lynch – Vice-Chairman

Mr DC Bill MBE, Mr DS Cope (for Mr SL Bray), Mr WJ Crooks, Mr BE Sutton and Mr HG Williams

Also in attendance: Councillor M Hall, Councillor C Ladkin, Councillor K Morrell, Councillor SL Rooney and Councillor MJ Surtees

Officers in attendance: Bill Cullen, Edwina Grant, Rebecca Owen, Rob Parkinson, Kirstie Rea, Caroline Roffey, Sharon Stacey, Julie Stay and Ashley Wilson

354 APOLOGIES AND SUBSTITUTIONS

Apologies for absence were submitted on behalf of Councillors Bray and Wallace, with the substitution of Councillor Mr Cope for Councillor Bray authorised in accordance with council procedure rule 4.

356 DECLARATIONS OF INTEREST

Advice was sought in relation to the Developing Communities Fund and whether parish councillors should declare an interest in the item on the agenda. Members were advised that, whilst the Scrutiny Commission was not making a decision on the projects to be funded, it would be wise to declare a personal interest.

Councillors Camamile, Crooks, Lay, Lynch, Wallace and Williams declared a personal interest in item 10 "Implementation of the Developing Communities Fund".

361 IMPLEMENTATION OF THE DEVELOPING COMMUNITIES FUND

The Scrutiny Commission gave consideration to the delivery of the Developing Communities Fund (DCF) including the criteria, process and amount of funding available for each project.

Following discussion whereby various options were considered, it was moved by Councillor Lay and seconded by Councillor Camamile that:

- "(i) The following eligibility criteria be recommended to Council:
- (a) The minimum project size of £30,000;
 - (b) The minimum parish contribution be set at 35% (irrespective of housing growth or council tax level);
 - (c) The parish must be committed to a neighbourhood plan;
 - (d) No funding for highways improvements;
 - (e) Must meet HBBC corporate plan priorities;
 - (f) No more than one project to be funded per parish;
 - (g) Projects must be completed within three years of an offer being made;

- (h) Only those projects submitted as an expression of interest in December 2016 are eligible for application to the fund at this stage.
- (ii) The maximum contribution from the council to any bid be set at £350,000;
- (iii) The suggestion be included in documentation that parishes can join together to submit a bid. This would ensure smaller parishes are not disadvantaged by the set minimum project size.”

Councillors Bill and Lynch wished it to be recorded that they felt the fund should be available to the Hinckley area as Hinckley residents had contributed to the fund and found it unfair that Hinckley residents would not benefit from capital projects under the fund. In response, some members felt that over several years, Hinckley had benefited from a great deal of capital investment funded by the borough but not for the benefit of residents across the whole borough and that the criteria for the DCF was fair.

On the motion of Councillor Lay, seconded by Councillor Camamile, it was

RESOLVED – the following be RECOMMENDED to Council:

- (i) The fund size be set at a maximum of £1,400,000 for applications to the DCF;
- (ii) The following eligibility criteria be established:
 - (a) The minimum project size of £30,000;
 - (b) The minimum parish contribution be set at 35% (irrespective of housing growth or council tax level);
 - (c) The parish must be committed to a neighbourhood plan;
 - (d) No funding for highways improvements;
 - (e) Must meet HBBC corporate plan priorities;
 - (f) No more than one project to be funded per parish;
 - (g) Projects must be completed within three years of an offer being made;
 - (h) Only those projects submitted as an expression of interest in December 2016 are eligible for application to the fund at this stage.
- (iii) The maximum contribution from the council to any bid be set at £350,000;
- (iv) The suggestion be included in documentation that parishes can join together to submit a bid to the DCF.