

Public Document Pack

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Chief Executive

Date: 10 July 2019



**Hinckley & Bosworth
Borough Council**

To: Members of the Scrutiny Commission

Mr MR Lay (Chairman)
Mr C Ladkin (Vice-Chairman)
Mr P Williams (Vice-Chairman)
Mr JMT Collett
Mr DS Cope
Mrs MJ Crooks

Mr SM Gibbens
Ms A Pendlebury
Mr MC Sheppard-Bools
Mr R Webber-Jones
Mr HG Williams

Copy to all other Members of the Council

(other recipients for information)

Dear Councillor,

There will be a meeting of the **SCRUTINY COMMISSION** in the De Montfort Suite, Hinckley Hub on **THURSDAY, 18 JULY 2019** at **6.30 pm** and your attendance is required.

The agenda for the meeting is set out overleaf.

Yours sincerely

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

Rebecca Owen
Democratic Services Manager

SCRUTINY COMMISSION - 18 JULY 2019

A G E N D A

1. APOLOGIES AND SUBSTITUTIONS

2. MINUTES (Pages 1 - 4)

To confirm the minutes of the meeting held on 28 March 2019.

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 12.

6. ECONOMIC REGENERATION STRATEGY ACTION PLAN UPDATE 2019 (Pages 5 - 52)

To provide an update on work undertaken in the last 12 months.

7. ENVIRONMENTAL IMPROVEMENT PROGRAMME (Pages 53 - 60)

To consider the Environmental Improvement Programme for 2019/20.

8. HERITAGE STRATEGY ACTION PLAN (Pages 61 - 72)

To receive an update on work in the last 18 months, including ongoing initiatives.

9. PARISH & COMMUNITY INITIATIVE FUND (Pages 73 - 84)

To inform Scrutiny Commission of the allocation of the Parish & Community Initiative Fund for 2019/20.

10. EQUALITIES MONITORING 2017/18 (Pages 85 - 114)

To receive the annual monitoring report and gender pay gap.

11. RETENTION OF BLOCK C AND POTENTIAL IMPACT ON MTFS (Pages 115 - 126)

To inform members of the potential impact of the decision to retain block C at the Crescent.

12. MINUTES OF FINANCE & PERFORMANCE SCRUTINY (Pages 127 - 128)

Minutes of the meeting held on 24 June attached for information.

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

As announced under item 3.

14. MATTERS FROM WHICH THE PUBLIC MAY BE EXCLUDED

To consider the passing of a resolution under Section 100A(4) of the Local Government

Act 1972 excluding the public from the undermentioned item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 3 and 10 of Schedule 12A of the 1972 Act.

15. DEVELOPING COMMUNITIES FUND: ALLOCATION OF FUNDING (Pages 129 - 136)

To report on the successful completion of scheme from the first phase and request support for the allocation of funding for the second phase.

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HINCKLEY AND BOSWORTH BOROUGH COUNCIL

SCRUTINY COMMISSION

28 MARCH 2019 AT 6.30 PM

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

Mr DC Bill MBE, Mr WJ Crooks, Mr RB Roberts, Mr BE Sutton, Mr R Ward and Ms BM Witherford (for Mr SL Bray)

Officers in attendance: Edwina Grant, Julie Kenny, Rebecca Owen, Jacqueline Puffett and Nicola Smith

424 APOLOGIES AND SUBSTITUTIONS

Apologies for absence were submitted on behalf of Councillors Bray, MacDonald and Williams, with the substitution of Councillor Witherford for Councillor Bray authorised in accordance with council procedure rule 10.

425 MINUTES

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

RESOLVED – the minutes of the meeting held on 7 February be confirmed and signed by the chairman.

426 DECLARATIONS OF INTEREST

No interests were declared at this stage.

427 HEALTHCARE IN HINCKLEY

Sue Venables, Communications Manager and Spencer Gay, Chief Finance Officer of West Leicestershire CCG were in attendance to provide an update on the healthcare services review. The options included moving some services into the health centre or to Sunnyside hospital from the current Hinckley Hospital and the porta cabins on site. The strategic outline case had been approved by NHS England and £8m funding had been agreed. The land on which the current Hinckley Hospital stood would be disposed of for capital return. It was noted that a public consultation on the proposals would be held.

Members discussed statistics showing that only 13% of patients in beds in Sunnyside were from the borough so the reduction of 19-20 beds to make way for increased services would not necessarily adversely affect local residents.

Discussion ensued on the shortage in practitioners and it was noted that, since 2016, over 200,000 practitioners who were European citizens had left the health service. Members asked for a report to a future meeting on the future of primary care in the borough. It was also agreed that the issue of use of S106 contributions to health would be included in that update.

Representatives of the CCG were thanked for their attendance.

428 SECTION 106 UPDATE

The Scrutiny Commission was updated on S106 contributions received, spent, held and requested in 2018. The chairman informed members that he had received a letter from the Cabinet Member for education at Leicestershire County Council in response to a letter he had sent following consideration of the S106 report the previous year and he agreed to circulate a copy.

A member asked whether the authority tracked spending of the contributions by other agencies, and in response it was noted that some were paid directly to Leicestershire County Council and it was entirely their responsibility to monitor or return if not spent and whilst information on spend was requested from the CCG, information was not forthcoming.

In relation to contributions to health, a member asked whether it would be possible to allocate to a specific facility, for example Hinckley hospital. In response it was noted that if the impact of an application on a particular facility could be demonstrated, the contribution could be specific. It was further noted that if the CCG then said the money was not required, it could not be used for a different project and would have to be returned, and that no more than five contributions could be used on a single project (although they could be used on multiple projects at the same facility).

A member highlighted that on two recent applications that provided contributions to bus services, there were no bus services in the village to contribute to. Officers also reported that they had started to challenge requests for contributions to bus passes as this relied on applications from residents of new developments which may not be forthcoming yet it reduced the available money that could be used for other beneficial contributions. In relation to travel packs, it was suggested that developers could produce these themselves at lower cost than the value of the contribution or could provide links for residents to information held online.

Concern was expressed about bus services being added as part of S106 agreements and subsequently underused buses running. In response, members were reminded that as part of the DPD application, a contribution to existing bus services was requested to prevent this as officers strongly had argued that the contributions would be better used to provide a cycle link from Hinckley.

A member felt that there was a lot of misunderstanding about section 106 contributions and asked that a briefing be provided so it could be more effectively scrutinised.

Concern was expressed that the contribution for the new school as a result of the Hinckley west application had been agreed four years previously but had not been used so may be clawed back. In response, members were reminded that there were trigger points in the agreement meaning the time would not start until the trigger had been met.

RESOLVED – the report be noted.

429 COMMUNICATIONS STRATEGY

Members received the revised Communications Strategy 2019 – 2021. During discussion, the following points were raised:

- The council's high online presence
- The planning portal not being user friendly
- The decrease in people saying they use the Borough Bulletin to find out about and keep up to date with HBBC activities

- The continued use of paper to capture those not online
- The poor access to broadband in some rural areas.

RESOLVED – the report be endorsed and work undertaken be welcomed.

430 PAY POLICY STATEMENT

The pay policy statement for 2019/20 was presented to the Scrutiny Commission. It was noted that the pay multiple had reduced since the previous year's report due to the new pay structure.

Concern was expressed about difficulties in recruiting and retaining planning officers which was a national problem. It was noted that career grades had been introduced to provide a structure for progression.

RESOLVED – the report be noted.

431 SCRUTINY COMMISSION WORK PROGRAMME 2016-18

Consideration was given to the work programme. It was requested that a section about retention of staff be included in the Planning frontline service review which was scheduled for Finance & Performance Scrutiny in October.

(The Meeting closed at 7.56 pm)

CHAIRMAN

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Hinckley & Bosworth Borough Council

FORWARD TIMETABLE OF CONSULTATION AND DECISION MAKING

SCRUTINY COMMISSION

27 JUNE 2019

WARDS AFFECTED: ALL WARDS

Hinckley & Bosworth Economic Regeneration Strategy 2016-2020 Action Plan Update

Report of Director (Environment and Planning)

1. **PURPOSE OF REPORT**

- 1.1 To provide Members with an update on work undertaken in the last 12 months, including ongoing initiatives, in order to fulfill the aims of the Action Plan of the Economic Regeneration Strategy 2016 – 2020.

2. **RECOMMENDATION**

- 2.1 That Members:
- a. Note and endorse the economic regeneration work undertaken and outcomes achieved.
 - b. Endorse the ongoing work.

3. **BACKGROUND TO THE REPORT**

- 3.1 The overall aim of the Economic Regeneration Strategy 2016 - 2020 is to promote economic well-being for all local businesses and residents across the whole of the borough.

4. **UPDATE ON PROJECTS**

4.1 **Key Aim 1- Local Investment in Place**

The details behind this aim can be found in the Appendix to this report

Summary and Highlights of Local Investment in Place
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- | |
|---|
| <ul style="list-style-type: none">• A full refresh of the Investor Prospectus was undertaken in September 2018. |
|---|

- MIRA Technology Park, now Europe's largest automotive research and development cluster, has 35 major companies, 40 testing laboratories and construction is underway on an autonomous vehicle test track.
- A Hinckley Town Centre public realm masterplan has been commissioned and is scheduled to be completed summer 2019.
- The LEADER programme has contracted £1,059,297.10 worth of projects with 23 projects totalling £571,185.29 for the Hinckley and Bosworth area.
- The LEADER funded Destination Heritage project is organising an exhibition in October at the Atkins building that will tell the story of Ada Lovelace, the mother of modern computing and coding.
- An Expression of Interest for the Future High Streets Fund has been made for the Market Bosworth Market Place and Town Centre Redevelopment Project.

4.2 Key Aim 2- Local Investment in Business

The details behind this aim can be found in the Appendix to this report

Summary and Highlights of Local Investment in Business

- Through the Collaborate programme a total of 6 Hinckley and Bosworth businesses received grants totalling £141,854 the second highest grants total across Leicestershire after Leicester City. The Digital Growth Programme awarded grants to 13 Hinckley and Bosworth businesses the highest number of grants given per district in Leicestershire.
- The Council obtained a new GDPR compliant business database with over 600 contact emails for promotional signposting activity.
- The Primary Engineer Programme, linking schools with engineers to increase awareness is progressing well.

4.3 Key Aim 3: Local investment in People

The details behind this aim can be found in the Appendix to this report

Summary and Highlights of Local Investment in People

- A Local Employment & Training Strategy and an Employment & Skills Charter has been drawn up with IM Properties in respect to its development at Hinckley Park adjacent Junction 1 of the M69. The site has a dedicated zone for smaller B1 and B2 occupiers seeking bespoke design and build solutions.
- With a local company WK Construction Ltd who are the groundworks contractor for the Hinckley Park site, and the college, a new trial Groundworks Training Initiative has been set at this location.
- The council has organised a successful programme of apprenticeships, placements and interns working across departments
- A careers speed networking event for Hinckley and Bosworth Secondary Schools is being planned for June 2019 to be held at MIRA Technology Institute. A cross-border event promoting STEM subjects is being organised for the autumn term.
- The LEADER programme has supported 5 projects in the rural services priority.

4.4 Key Aim 4: To work in Partnership to Fulfil the Economic Potential of the Area

The details behind this aim can be found in the Appendix to this report

Summary and Highlights of Working in Partnership

- Working in partnership to promote business support packages and grant opportunities available to local businesses.
- A response was made to the Leicestershire Local Industrial Strategy Call for Evidence to help shape future priorities.
- Regular meetings take place with Earl Shilton and Barwell Town Teams to discuss relevant regeneration and economic development items. The team are also represented on Hinckley BID and Market Bosworth Business Group.

5 EXEMPTIONS IN ACCORDANCE WITH THE ACCESS TO INFORMATION PROCEDURE RULES

- 5.1 The report is to be taken in open session.

6 FINANCIAL IMPLICATIONS [CS]

- 6.1 None arising directly from this report. Any future council projects require approval in accordance with financial procedure rules.

7. LEGAL IMPLICATIONS [MR]

- 7.1 None

8. CORPORATE PLAN IMPLICATIONS

- 8.1 The Economic Regeneration Strategy has synergy with the Corporate Plan's vision as a 'Place of Opportunity'. Particularly under 'Prosperity' by 'Supporting the regeneration of our town centres and villages' and 'Boosting economic growth and regeneration by encouraging investment that will provide new jobs and places to live and work all over the borough' and under 'Place' by 'improving the quality of existing homes and enable the delivery of affordable housing'.

9. CONSULTATION

- 9.1 The Economic Regeneration Strategy was subject to public consultation as part of its' adoption back in 2016 and is published on the council's website

10. RISK IMPLICATIONS

- 10.1 It is the Council's policy to proactively identify and manage significant risks which may prevent delivery of business objectives.
- 10.2 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.
- 10.3 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
None		

11. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

- 11.1 Projects put forward in the Economic Regeneration Strategy generally have a good spread over the whole of the Borough and this includes the rural areas e.g. the LEADER programme

12. CORPORATE IMPLICATIONS

- 12.1 By submitting this report, the report author has taken the following into account:
- Community Safety implications – none directly as a result of this report
 - Environmental implications – various projects identified in this report will have a positive impact
 - ICT implications - none directly as a result of this report
 - Asset Management implications - none directly as a result of this report
 - Procurement implications - none directly as a result of this report
 - Human Resources implications - none directly as a result of this report
 - Planning implications – planning matters will be dealt with, when appropriate, through regeneration projects being brought forward
 - Data Protection implications - none directly as a result of this report
 - Voluntary Sector – the voluntary sector is supported through a number of initiatives identified in this report

APPENDIX

Details of Projects and Initiatives to Fulfil the Key Aims of the Action Plan

Key Aim 1- Local Investment in Place

Action: Promote the Investor Prospectus and its sites at business events and meetings with developers

- The document has been promoted at business events and through the economic development pages of the council's website. A selection of sites was included in a brochure that went to MIPIM 2019.

Action: To regularly update the Investor Prospectus

- The website pages for the Investor Prospectus are continually updated with a full refresh of the document completed September 2018. The Nailstone Colliery site has been rebranded from MIDAS 22 to Interlink South with the Investor Prospectus updated accordingly.

Action: To promote the MIRA Technology Park and Enterprise Zone

- Promotion of MIRA Enterprise Zone in the Council's Investor Prospectus. The site now has 35 major companies on its technology park. The Technology Park now has 40 testing laboratories and an autonomous vehicle test track is under construction.

Action: Continue to work with the Town Centre Manager and Hinckley Business Improvement District in respect to town centre related initiatives and events

- The Hinckley Town Centre Public Realm & Road Schemes Working Group has commissioned a public realm masterplan for the town centre and this will be completed in summer 2019. This document will help direct future Section 106 monies and funding regimes to support appropriate projects. A grant of £15,000 towards the production of this masterplan has been secured from the Leicester & Leicestershire Enterprise Partnership.

Action: Ongoing work with North Warwickshire Borough Council in respect to the delivery of the LEADER programme for the rural areas of the borough

- As at March 2019 the LEADER programme had contracted £1,059,297.10 of the £1,276,796.00 grant funding available. This includes 23 projects for the Hinckley and Bosworth area totalling £571,185.29.

Action: Promotion of a Destination Management Plan

- In October 2018 the two boroughs received funding from the LEADER programme to employ a consultant to work with local heritage groups in order to educate and raise awareness of the heritage assets across the areas.
- An exhibition is being planned for October 2019 at the Atkins building that will tell the story of Ada Lovelace, the mother of modern computing and coding. Businesses based in the borough, which are directly involved with computing/coding or rely on technology to run a successful company have been contacted to see how they might become involved.

Action: Continue to deliver the Environmental Improvement Programme

- During the 2018/19 programme 17 schemes were successfully delivered including heritage street nameplates, blue plaques, boundary wall improvements and commemorative benches. The 2019/20 programme is looking to support 16 schemes.

Action: Submit an application to the Heritage Lottery Fund's Townscape Heritage Initiative Fund

- A first round application to the Heritage Lottery Fund Townscape Heritage fund programme was submitted in December 2017 for Hinckley town centre and the decision given in May 2018. Unfortunately the application was not successful but this was due to a lack of funding in the HLF 'pot' and not a reflexion of the quality of the bid. In fact the feedback was that the Hinckley bid was of a high quality. The work to put this bid together will not be wasted because it informs other related work.

Action: To collaborate with North West Leicestershire District Council to bring forward the new employment site near Bardon

- Liaison on key sites coming forward at quarterly Leicestershire Economic Development Officers Network meetings. Direct exchange with North West Leicestershire economic development officers on inclusion of the 'Mountpark Bardon II' site in MIPIM literature.

Action: To work with tourism bodies in relation to tourism matters

- The one year project 'Delivering the North Warwickshire & Hinckley & Bosworth Destination Management Plan' was completed in June 2018. This consultant led project saw the establishment of the Bosworth Rural Tourism Group, which continues to flourish with over 25 members.

Action: Implement the Town Centres' Vision document in respect to sites highlighted in Hinckley, Earl Shilton, Barwell and Market Bosworth

- The delivery plans for both Barwell and Earl Shilton follow on from the original Town Centre's Vision document that was produced at the end of 2015. Sites and projects have been identified. A bid to the Future High Streets Fund has been made in respect of Market Bosworth.
- In Hinckley two major food stores totalling over 3000 sq.m of retail space are being developed and due to open later this year. The former Co-op in Upper Castle Street has reopened as Jaspers of Hinckley. Middlefield Lane Hinckley is to be redeveloped for 54 affordable units.
- A vibrant business group has been established in Market Bosworth.

Action: Bring forward employment sites and facilitate quality 'move on' space for businesses wishing to expand

- The new Employment Land and Premises Study is due to be completed in September 2019.

Action: To promote infrastructure projects in order to open up employment and residential sites and to improve the free flow of traffic on the borough's roads

- An Infrastructure Delivery Plan which will identify required infrastructure and delivery mechanisms over the next Plan period (2016-2036) will be produced in parallel with the current Local Plan Review process.
- The Council continues to work with the A5 Partnership Group to help facilitate an A5 Expressway with support from local MP and with the Leicester and Leicestershire Authorities as well as the LLEP towards a Strategic Growth Plan. This plan is a prospectus for Government in facilitating major infrastructure projects between 2031-2050 across the county.

Key Aim 2- Local Investment in Business

Action: Signpost access to business support programmes

- Frequent promotion of business support services, particularly the LLEP Business Gateway, using the Councils Social Media platforms using #Hinckleybusiness.
- Particular schemes being promoted are the Collaborate and Digital Growth programmes. Collaborate supports small and medium-sized enterprises across Leicestershire in key economic sectors offering business support and grants. A total of 6 Hinckley and Bosworth businesses received grants totalling £141,854.00 which was the second highest grants total across Leicestershire after Leicester City. The Digital Growth programmes aims to support growing businesses to explore and introduce new and emerging ICT products and services into their business to improve competitiveness and productivity via workshops, business advice and grant funding. A total of 13 Hinckley and Bosworth businesses received grants which is the highest number of grants given per district for Leicester and Leicestershire.
- A flyer providing information about #Hinckleybusiness and the LLEP Business Gateway was included with this year's business rate demands to over 3000 businesses.

Action: Facilitate and promote business events by working in partnership on subjects chosen through collaboration with local businesses

- Business events were held during the Leicester Business Festival in respect to the promotion of market towns and during the Coventry and Warwickshire Business Festival an event about exporting, held at Triumph included a museum tour.

Action: To facilitate a business directory

- In February 2019 the Council obtained a new GDPR compliant business database with over 600 contact email addresses for promotional activity.

Action: To regularly update the economic regeneration pages of the Borough Council's website

- Relevant economic regeneration webpages are checked and updated routinely.

Action: Work with funding regimes to enable the promotion of relevant grants programme for SMEs

- Regular promotion of grant programmes through Social Media including the establishment of #Hinckleybusiness and the new business database.

Action: Establish relationships with and an understanding of the needs of both existing and new businesses especially related to their skill requirements and To investigate what type of businesses are likely to be attracted to the area in the future and to establish a skills base that will meet the needs of these businesses

- The Hinckley & Bosworth Employment & Skills Taskforce continues to improve the engagement between schools, colleges, businesses, Job Centre Plus and LLEP.
- The Primary Engineer Programme, to link schools with engineers to increase awareness (pupils and teachers) of Engineering in order to capture the enthusiasm of and inspire children, whilst still at primary school, in all aspects of Science, Technology, Mathematics and Literacy is progressing well.
- Cadent held an awards ceremony for apprentices made up of young people with special educational needs through its EmployAbility scheme, and the council was represented at the awards.

Action: To help to improve the supply of technically trained staff to fulfil the needs across business sectors

- A survey to establish the number of apprentices that the larger companies in the borough are taking on was undertaken in February 2019.

Action: To enable the provision of courses on the best use of superfast broadband opportunities

- The Leicester and Leicestershire Digital Growth Programme, which is regularly publicised through the business database and social media, supports this action.

Action: Provide an account management service in respect to the planning process to help businesses to submit good quality applications

- The Council provides a pre-application advice service whereby a planning officer reviews a development proposal prior to a planning application being submitted to the Council, identifying issues early in the process.
- The Council offers a Planning Performance Agreement where the Council commits to dealing with the pre-application, planning application and pre-commencement conditions as a priority with dedicated officers.

Key Aim 3: Local investment in People

Action: To support people wishing to set up in business and those working from home and to encourage residents and businesses to explore the opportunities that faster broadband can bring

- The Leicester and Leicestershire Digital Growth Programme aims to support growing businesses to explore and introduce new and emerging ICT products

and services into their business to improve competitiveness and productivity with 108 Hinckley and Bosworth SMEs enrolled on the programme so far.

- The Hinckley Park IM Properties site has a dedicated zone for smaller B1 and B2 occupiers seeking bespoke design and build solutions.

Action: To work with local schools to ensure pupils have an understanding of local employment and training opportunities and in particular to engage with the LLEP Enterprise Adviser Network

- The council programme for apprenticeships, placements and interns during 2018/ 2019 comprises:

Apprentices:

- 9 apprentices at the end of 2018/2019 and an additional 2 starts since the 1st April 2019
- Currently there are 11 apprentices

Apprentices are in the following areas:

- Electrician Level 3
- Housing and Property Management Level 3
- Business Administration, Level 2
- AAT Accountancy Level 3
- Horticulture Level 2
- Construction Technical and Professional: Town Planning Technical Support Level 3
- Paralegal Level 3
- Construction Technical and Professional: Built Environment and Design Level 3

Placement and Interns 2018/2019:

- 11 school work experience placements
- 8 DWP placements of up to 8 weeks per placement
- 1 student on the Cadent EmployAbility scheme
- 1 Internship in Legal
- 1 student environmental health officer placement

- Hinckley & Bosworth Enterprise Skills Taskforce Action has supported South Charnwood School's business network events.
- An event for schools was held at Neovia in April 2019.
- Officer attendance at the Leicestershire careers speed networking event for schools to speak with businesses and organisations to learn their career paths. The latter was organised by the LLEP Enterprise Adviser Network during the Leicester Business Festival.

Action: To promote specific sector job opportunities at schools and colleges in order to improve perceptions and attract young people into employment in these sectors

- A career speed networking event for Hinckley & Bosworth Secondary Schools is being planned for June 2019 to be held at the MIRA Technology Institute.
- An cross-border event promoting STEM subjects to teenagers is being organised for the autumn term at MIRA Technology Institute

Action: To work with education providers and businesses to match courses and apprenticeships to local business needs including any replacement demand requirement

- The LLEPs new Skills for the Future 2018-2030 report was published in December 2018.

Action: To work with construction companies and developers on local sites to encourage them to take on local people for jobs, apprenticeships and work placements

- A Local Employment & Training Strategy and an Employment & Skills Charter has been drawn up with IM Properties in respect to its development at Hinckley Park, Junction 1 of the M69, and the council is working closely with them to ensure local jobs and training opportunities during both the construction phase and once the buildings, to include a new DPD facility, are operational. In particular regular meetings are held with IM Properties and their employment consultant to check on progress to meet the Local Employment & Training Strategy drawn up with them. In December 2018 IM and Winvic Construction, the main building contractor, organised a 'Meet the Buyer' event hosted at Harrowbrooks Training Centre in partnership with North Warwickshire & South Leicestershire College. 57 people attended from 31 supply chain businesses. With a local company WK Construction Ltd who are the groundworks contractor for the site, and the college, a new trial Groundworks Training Initiative has been set up on the site.
- Working with the Construction Industry Training Board to benefit from their expertise in this area.

Action: To work with local people on community regeneration projects

- The LEADER programme has supported 5 projects in the rural services priority including contributions towards; Markfield Parish Council community centre refurbishment, Sport in Desford sports court, Market Bosworth Community Library visual equipment, Twycross Zoo changing places toilet and Market Bosworth memorial gardens.

Key Aim 4: To work in Partnership to Fulfil the Economic Potential of the Area

Action: To ensure a broad range of support packages are available to local businesses, particularly micro and small enterprises

- A broad range of business support packages and grant opportunities are available and promoted to local businesses including;
LLEP Business Gateway,
Leicester Employment Hub,
Digital Growth Programme,
Collaborate Growing Business Together,
Manufacturing Growth Programme, and
Green Belle.

Action: To develop strong partnership relationships, which have the capacity to lever in funding where required to deliver both large and small scale projects

- Attendance at quarterly Leicestershire Economic Development Officers Network meetings to share good practice, identify joint working opportunities, new and emerging funding opportunities and maintaining constructive communications between the Leicester, Leicestershire and Rutland authorities.
- A Market Towns sub-group at which Leicestershire market towns work together to produce more wide-scale projects that have the increased capacity to attract external funding.
- A consultation response to the Local Industrial Strategy Call for Evidence was made to the LLEP to help shape future priorities.

Action: Support and work with Hinckley BID, Hinckley Chamber of Trade, Earl Shilton Town Team, Barwell Parish Council and other Parish Councils in respect to initiatives and events

- Regular meetings take place with the Town Teams at Barwell and Earl Shilton where the relevant regeneration and economic development issues are discussed. Similarly the Council Major Projects team are represented on Hinckley BID and Market Bosworth Business Group.

Background papers: - Hinckley & Bosworth Economic Regeneration Strategy 2016-2020
- Hinckley & Bosworth Economic Regeneration Strategy 2016-2020
Background and Action Plan

Contact Officer: Judith Sturley, 01455 255855
Executive Member: Councillor SL Bray



Hinckley & Bosworth Economic Regeneration Strategy 2016 - 2020



Background and Principles

The Borough Council has economic regeneration as a key corporate priority and has delivered significant outcomes linked to its former adopted Economic Regeneration Strategy.

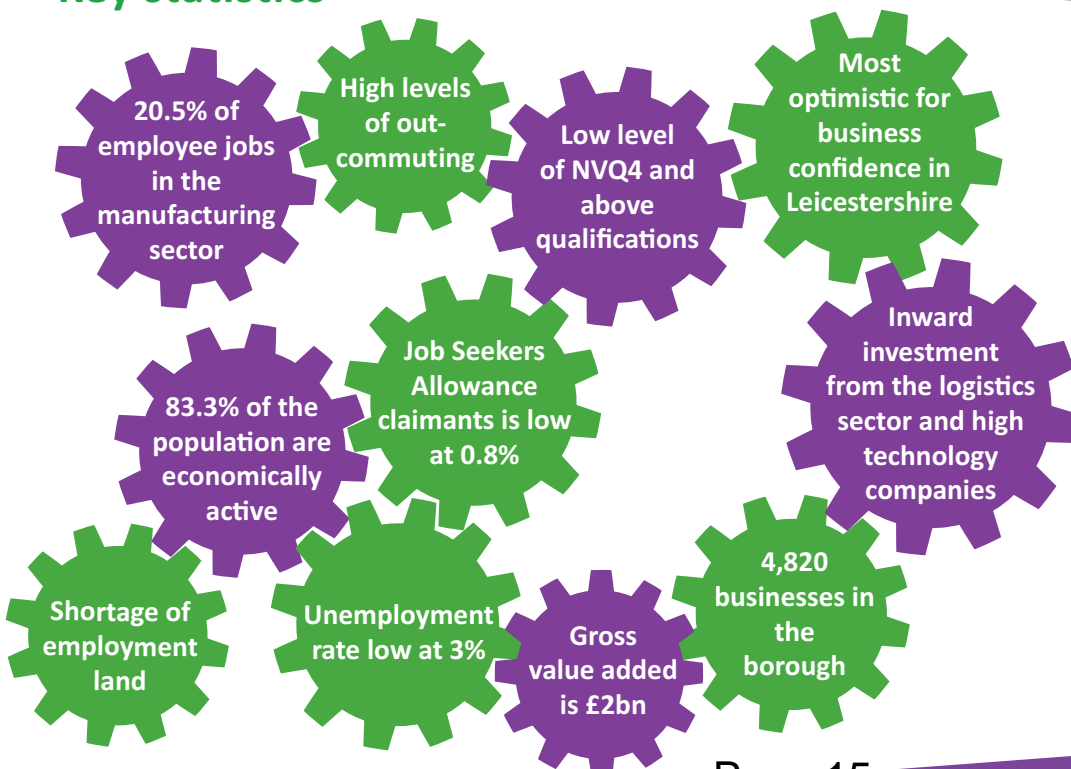
A number of key drivers now influence the need for a refresh and publication of a new Economic Regeneration Strategy to take us forward to 2020. These include the challenges and opportunities identified from a detailed economic assessment that was commissioned in 2015 and the increasingly important role Local Economic Partnerships play in securing Government funding for local economic initiatives.

This Strategy sets out the vision and aims for ensuring the whole borough prospers from economic growth over the next four years. It is supported by a detailed Action Plan aligned to the key objectives of this Strategy.

The Vision

- To have a vibrant location with a competitive and thriving local economy across the whole of the borough
- To attract and sustain investment, business growth and entrepreneurship
- To have a flexible and skilled workforce enabling sustainable communities and a location where people want to live and work, because good quality jobs are available in both the urban and rural areas of the borough
- To enable an environment of partnership and collaboration, where the private and public sector come together to invest in the future of the borough

Key statistics



Key Aims and Objectives

1 Local Investment in Place

- Implement the Town Centres' Vision document
- To promote a business cluster where high quality end users locate and nurture excellence focusing on specific sectors
- Promote and regularly update the Investor Prospectus and its sites
- Bring forward employment sites and facilitate quality 'move on' space for businesses wishing to expand
- To collaborate with North West Leicestershire District Council to bring forward the new employment site near Bardon
- To promote the MIRA Technology Park and Enterprise Zone
- Work with funding regimes to provide an additional innovative enterprise centre in Hinckley
- To promote infrastructure projects in order to open up employment and residential sites
- Continue to work on town centre related initiatives and events
- Delivery of the LEADER rural programme and promote a Destination Management Plan
- To work with tourism bodies in relation to tourism matters
- Continue to deliver the Environmental Improvement Programme
- Submit an application to the Heritage Lottery Fund's Townscape Heritage Initiative Fund



2 Local Investment in Business

- Establish relationships with and an understanding of the needs of both existing and new businesses especially related to skills
- Establish likely future skill requirements of businesses
- To help to improve the supply of technically trained staff to fulfil the needs across business sectors especially the sectors with LLEP Sectors Growth Plans
- Signpost access to business support programmes
- Facilitate and promote business events by working in partnership on subjects chosen through collaboration with local businesses
- To further promote the local supply chain network
- To facilitate a business directory
- To regularly update the economic regeneration pages of the Borough Council's website
- To enable the provision of courses on the best use of superfast broadband opportunities
- Work with funding regimes to enable the promotion of relevant grants programme for businesses
- To improve the ability of businesses to complete successful funding applications
- Provide a support management service in respect to the planning process



3 Local Investment in People

- To work with local schools to ensure pupils have an understanding of local employment and training opportunities
- To promote specific sector job opportunities at schools and colleges in order to improve perceptions and attract young people into employment in these sectors
- To work with education providers and businesses to match courses and apprenticeships to local business needs including any replacement demand requirement
- To support people wishing to set up in business and those working from home and to encourage residents and businesses to explore the opportunities that faster broadband can bring
- To work with construction companies and developers on local sites to encourage them to take on local people for jobs, apprenticeships and work placements
- To engage with local transport providers to ensure people can access employment and training
- To work with local people on community regeneration projects
- To support agencies helping residents into work, for example Supporting Leicestershire Families



4 To work in Partnership to Fulfil the Economic Potential of the Area

- To ensure a broad range of support packages are available to local businesses, particularly micro and small enterprises
- To develop strong partnership relationships, which have the capacity to lever in funding where required to deliver both large and small scale projects
- Support and work with town centres groups in respect to initiatives and events.



Hinckley & Bosworth
Borough Council



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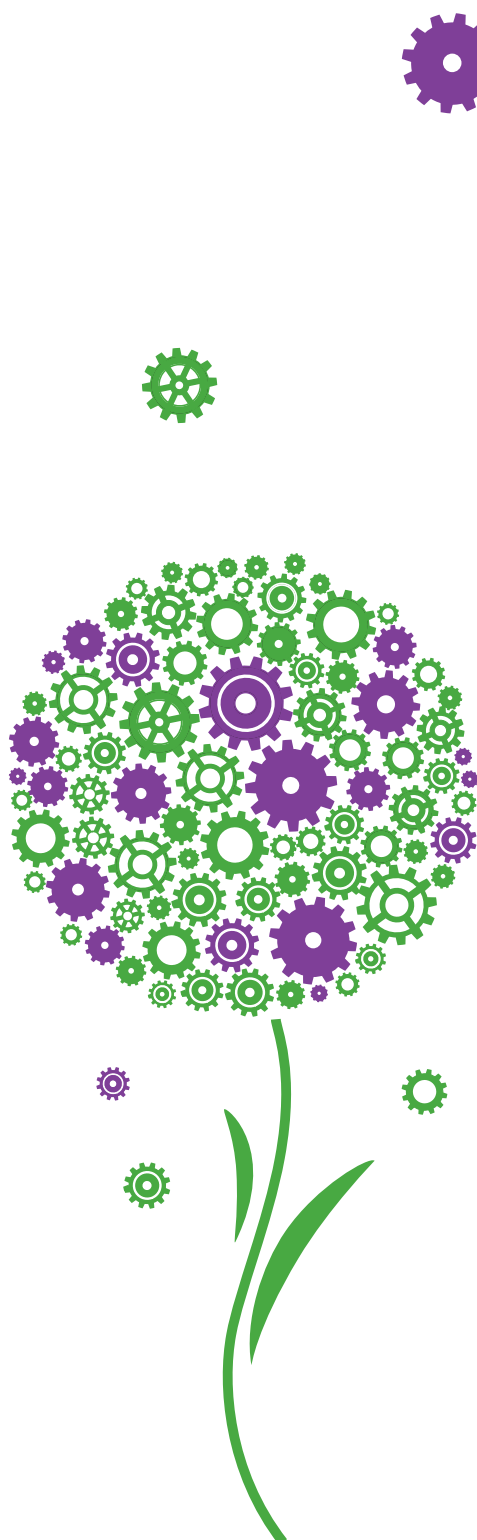
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Hinckley & Bosworth Economic Regeneration Strategy 2016 - 2020



Hinckley & Bosworth
Borough Council

Background and Action Plan



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INTRODUCTION

This Delivery Plan aims to identify the key actions and interventions that this Council will seek to facilitate and influence to address the challenges and opportunities identified within the new Economic and Regeneration Strategy for this Borough. This document should be read in conjunction with the new strategy 2016-2020.

This document highlights the key vision aimed at ensuring the Borough continues to prosper from economic activity and regeneration. It sets out the context by reviewing key economic trends and statistics, considers key outputs from the Economic Assessment carried out in 2015, reviews current and anticipated economic drivers and sets out detailed actions linked to the four thematic aims of the strategy.

THE VISION

- **To have a vibrant location with a competitive and thriving local economy across the whole of the borough**
- **To attract and sustain investment, business growth and entrepreneurship**
- **To have a flexible and skilled workforce enabling sustainable communities and a location where people want to live and work, because good quality jobs are available in both the urban and rural areas of the borough**
- **To enable an environment of partnership and collaboration, where the private and public sector come together to invest in the future of the borough**

KEY STATISTICS

Hinckley and Bosworth (Source: NOMIS):

- In 2015 had a population of 108,900 with 61.4% in the working age population
- From January 2015 to December 2015 83.3% of the population were economically active slightly higher than both Leicestershire (79.1%) and Great Britain (77.8%)
- From January 2015 to December 2015 the unemployment rate was 3% slightly below Leicestershire (3.1%) and Great Britain (5.2%)
- As of November 2015 0.8% of the population were claiming Job Seekers Allowance, slightly above the Leicestershire average of 0.7% but below the Great Britain average of 1.5%
- From January 2015 to December 2015 29.7% had an NVQ4 and above qualification which is lower than Leicestershire (34.5%) and Great Britain (37.1%)
- In 2015 full-time workers gross weekly pay earnings by residence was £524.10 which is lower than Leicestershire (£527.00) and Great Britain (£529.60)
- In 2014 had a job density of 0.72 which is below that of Leicestershire (0.76) and Great Britain (0.82)
- In 2015 had 20.5% of employee jobs in the manufacturing sector which is higher than Leicestershire (14.9%) and Great Britain (8.3%)
- The UK Business Counts data for 2015 shows that 99.5% of businesses were classed as Micro to Medium enterprise (0-249 employees), with 89.2% classed as micro enterprise (0-9 employees)

Leicester and Leicestershire Business Survey 2015:

- Respondents from Hinckley & Bosworth were by far the most optimistic about business prospects for Leicestershire as a whole with almost half (49%) expecting to see an improvement compared to an average of just 38% across Leicester and Leicestershire
- When asked to consider a list of factors that may be a cause of concern for their businesses respondents from Hinckley & Bosworth identified competition in the market (12%), the economy (9%), and general costs (8%) as the most common issues. However it should be noted that the most common answer to this question in Hinckley & Bosworth was 'nothing' (32%)
- Almost three quarters of respondents from Hinckley & Bosworth expect their businesses to grow over the next twelve months (73%), with the vast majority

anticipating steady rather than rapid growth. This compares well with the overall figure for Leicestershire of 71%

- More than half of Hinckley & Bosworth businesses said that they had increased profits (56%) and sales turnover (57%) in the previous twelve months, a slightly higher proportion than the average for the whole County. With 80% of Hinckley and Bosworth businesses expect to have increased profits in the next 12 months
- Less than half of businesses in Hinckley & Bosworth said they had a formal written business plan (47%)
- The district had the lowest incidence of recruitment difficulties in the survey with just 20% reporting issues compared to an average of 25%. Where difficulties did arise the most commonly given reasons were a low number of applicants with the required skills (39%)
- Almost half (46%) of respondents in Hinckley & Bosworth said they would recruit staff in the next twelve months, which is the second highest of any area of Leicestershire

Leicester and Leicestershire Enterprise Partnership (LLEP) Sector Plan Hinckley and Bosworth findings:

- Advanced Manufacturing and Engineering (AME): Hinckley & Bosworth is around the third for the number of enterprises in the advanced manufacturing & engineering Sector. Highest for motor vehicles, trailers and semi-trailers. Further opportunities for supply chain development also exist through the world renowned MIRA Enterprise Zone
- Creative Industries: 10.5% of the LLEP area creative industries are located in Hinckley & Bosworth which is around the mid-range of the Leicestershire districts. IT is a more predominant sub-sector (41.1%) followed by design (14.8%) and Architecture (9.5%). With creative hubs like the Atkins Building, the town of Hinckley has an emerging cluster of creative businesses. Included in the Action Plan of the Creative Industries Sector Growth Plan, under the creative city and county hub programme, is the aspiration 'Expanded Atkins Building in Hinckley'
- A significant presence of textile businesses around Hinckley
- The area has over 4,700 people working in Logistics and Distribution out of 48,800 in the LLEP area.
- In terms of Food and Drink the area has less than 1% employment in this sector which is below the average for England

Economic Review & Impact Assessment, December 2015:

- The cross border partnership consisting of Hinckley and Bosworth, Nuneaton and Bedworth and North Warwickshire total gross value added is £5.5 billion with Hinckley and Bosworth contributing 37%
- For Hinckley and Bosworth inward investment tends to come from the logistics sector and high technology companies
- For Hinckley and Bosworth working age population is likely to remain stable
- For Hinckley and Bosworth life expectancy is higher than the national average
- For Hinckley and Bosworth travel to work flows show heavy use of the local road network and experiences high levels of net out-commuting
- The Index of Multiple Deprivation shows low level of deprivation compared to nationally but with 'pockets' of deprivation

A SUMMARY OF KEY ISSUES TO BE ADDRESSED

The statistics highlighted above have helped to populate the Strengths, Weaknesses, Opportunities and Threats (SWOT) below. This SWOT has been used to identify the key aims, objectives and actions that appear later in this document in order to build on the strengths and opportunities that the area possesses, whilst at the same time addressing the threats and looking for solutions to overcome economic weaknesses.

STRENGTHS	WEAKNESSES
<p>Location</p> <ul style="list-style-type: none"> • Within the Golden Triangle for logistics • Good motorway links <p>Assets</p> <ul style="list-style-type: none"> • MIRA Technology Park and Enterprise Zone • Tourism and heritage offer <p>Quality of Life</p> <ul style="list-style-type: none"> • Low levels of deprivation <p>Economic output</p> <ul style="list-style-type: none"> • Overall levels of output have improved • Optimistic business community <p>Knowledge and innovation</p> <ul style="list-style-type: none"> • Particularly in high tech manufacturing, creative and textile sectors 	<p>Economic output</p> <ul style="list-style-type: none"> • Overall size of the economy is small relative to adjacent centres <p>Enterprise</p> <ul style="list-style-type: none"> • SMEs and business start-ups • Low levels of food and drink businesses <p>Labour Market</p> <ul style="list-style-type: none"> • Skills and qualifications particularly related to NVQ4 and above <p>Knowledge</p> <ul style="list-style-type: none"> • Employment in knowledge intensive services
OPPORTUNITIES	THREATS
<p>Economic output:</p> <ul style="list-style-type: none"> • Recent growth and potential to build on key assets • Investor prospectus and other promotional documents • Food and drink industry • Increased spending power of Sustainable Urban Extension residents <p>Knowledge and innovation</p> <ul style="list-style-type: none"> • High tech sector growth <p>Infrastructure</p> <ul style="list-style-type: none"> • Improving road and digital infrastructure <p>Wider projects</p> <ul style="list-style-type: none"> • Spill-over benefits from M42 corridor investment <p>Affordability</p> <ul style="list-style-type: none"> • Potential to attract highly skilled workforce 	<p>Quality of life</p> <ul style="list-style-type: none"> • Weak wage growth could impact on residents • Pockets of deprivation <p>Enterprise</p> <ul style="list-style-type: none"> • Susceptible to shocks associated with performance of key employers • Number of businesses without formal business plan <p>Labour Market</p> <ul style="list-style-type: none"> • Overall aging demographic <p>Location</p> <ul style="list-style-type: none"> • Shortage of employment land • Potential for the growth of neighbouring centres to divert investment from the area

COTRIBUTION OF PROJECTS TO DATE

The borough has been undergoing significant transformation economically recently with an investment of over £1billion creating approximately 10,000 jobs in Hinckley town centre and the wider borough. The table below shows the impact that completed projects have produced.

Projects include- The Atkins; The Hub; Greenfields Business Park; Hinckley campus of North Warwickshire & Hinckley College; Hinckley Business Improvement District; The Crescent; Hinckley Commercial Park; MIRA Technology Park; National Forest; Bosworth Water Trust Leisure Park.

Gross Direct Impacts	
Total investment	£301 million
Total gross construction jobs (person years)	1,960
Total gross permanent jobs	3,410
Total gross value added per annum	£155 million
Net Additional Impacts	
Total net additional local construction jobs (person years)	1,270
Total net additional local permanent jobs (resident based)	1,742
Total net additional permanent jobs (workplace based)	2,839
Total net additional GVA per annum	£133 million

CONTRIBUTION OF RECENTLY COMPLETED, ONGOING AND FUTURE PROJECTS

The table below shows the impact that recently completed; ongoing and future projects may produce.

Projects include- Argents Mead Leisure Centre, Leicestershire County Council rural broadband, MIRA Technology Park, Barwell and Earl Shilton Sustainable Urban Extensions, Market Bosworth Marina, Twycross Zoo.

Gross Direct Impacts	
Total investment	£188 million
Total gross construction jobs (person years)	5,780
Total gross permanent jobs	5,600
Total gross value added per annum	£312 million
Net Additional Impacts	
Total net additional local construction jobs (person years)	3,745
Total net additional local permanent jobs (resident based)	3,300
Total net additional permanent jobs (workplace based)	5,100
Total net additional GVA per annum	£286 million

ECONOMIC DRIVERS

SUB-REGIONAL ECONOMIC DRIVERS

Leicester & Leicestershire Local Enterprise Partnership (LLEP)

Local Enterprise Partnerships lead on economic regeneration priorities as set out by the Government. Accordingly it is important that our economic regeneration strategy has policies that reflect those of the LLEP although ours will further reflect the very local needs of the area.

The strategic objectives of the LLEP Strategic Economic Plan include:

- Increase availability of employment land and infrastructure
- Match available capital to enterprise growth
- Support enterprise growth and investment

The LLEP Strategic Economic Plan also has a key challenge to ensure that local training provision is able to meet both current and future needs and address skills shortages especially in engineering. The LLEP is currently in the process of refreshing the Strategic Economic Plan for the next five year period through to 2022.

LLEP Sector Plans

The LLEP has a number of priority sectors and in summer 2015 has drawn up plans for each of these. The sectors comprise:

- Advanced manufacturing & engineering
- Creative industries
- Food & drink
- Logistics and distribution
- Low carbon
- Professional & financial services
- Textiles
- Tourism & hospitality
- Sport & physical activity

Across the LLEP sector plan action plans the following themes and issues stand out:

- Most of the sectors highlighted the need for sector specific advisory groups/boards to help promote the sector and give the industry a voice

- Issues of staff recruitment can range from issues related to attracting and retaining skilled people to a lack of supply of suitably qualified staff which needs addressing
- Suitable premises for expansion needs addressing through collaboration between local planning authorities for allocating land, allowing clustering and stimulating the provision of suitable premises
- Skills gaps in the current workforce are highlighted with the need to improve skills by businesses working with education providers linking the provision of the technical skills needs as well as the relevance of apprenticeships and increasing the flow of work ready candidates
- Staff transport issues are seen as an issue in many sectors whether this is the lack of public transport related to the 24/7 nature of many businesses or the rural location
- Funding in the form of grant schemes to support start up businesses and upfront costs through to premises improvement/upgrading facilities
- Most sectors support supply chain activity from a supply chain gap review to improving networking so businesses can see the opportunities available and highlight pressures in each stage of the supply chain
- Broadband technology issues need addressing by way of encouraging provision and take-up of broadband to funding to support website development
- Promotion and branding of sectors is seen as important from raising awareness and improving the public perception of a place to work to supporting accreditation to improve product standards
- A single point of contact for specific sector needs is seen as an important business support function including using sector specific expertise to improve clarity of grant applications as well as allowing for further networking between businesses
- A business growth programme for the specific sectors offering business development funds will help to grow each of the individual sectors

LLEP Business Gateway

The LLEP Business Gateway is a 'one-stop shop' growth hub for all business needs. The gateway provides information on forms of business support available from local and national partners across a wide range of industries and sectors. Information is available on starting a business, growing your business, how to access finance, hiring and training, and premises and investing.

Combined Authority

A proposal to develop a Combined Authority for Leicester and Leicestershire was submitted to the Government on 21 December 2015. The Combined Authority comprises Leicestershire County Council, Leicester City Council, the Leicestershire District Councils and the LLEP. The proposal focuses on the areas of long term economic investment/development through closer working in relation to the following key areas:

Planning:

Councils to work together to agree a clearer, long-term framework to meet future housing and employment needs for the whole area and identify future growth locations.

Transport:

To focus on long-term investment in road, rail and other public transport infrastructure.

Skills:

To drive and deliver skills and training, to give local people the chance to get better qualifications and employment.

Midlands Engine

The Midlands Engine for Growth signals willingness from all regional stakeholders to work together more closely to achieve greater regional economic growth and productivity improvement. Developing the Midlands Engine brand will allow the region to promote itself to investors and trade partners, delivering more growth, exports and jobs.

LOCAL ECONOMIC DRIVERS

The Council's Corporate Plan – A Place of Opportunity (2017-2021)

The council's Corporate Plan seeks to deliver the vision to create great places to live, work and relax in.

To support the vision there are three priorities:

People - Helping people to stay healthy, active and protected from harm

Places – creating clean and attractive places to live and work

Prosperity - Encouraging growth, attracting businesses, improving skills and supporting regeneration

In particular under Prosperity:

- To boost economic growth and regeneration by encouraging investment that will provide new jobs and places to live and work all over the borough
- To support the regeneration of our town centers' and villages
- To support our rural communities
- To work with partners to raise aspirations of residents and provide opportunities for training, employment and home ownership
- To support our tourism partners in promoting our local attractions

Development Plan

This comprises:

a) Core Strategy (2009)

The Core Strategy is the key Development Plan Document providing the vision and spatial strategy for the borough.

b) Site Allocations and Development Management Policies DPD (2016)

This document forms part of the Local Plan 2006 to 2026. It identifies sites for uses such as housing, employment, retail, open space and community facilities that will deliver the aims, vision and objectives of the Core Strategy.

c) Hinckley Town Centre Area Action Plan (2011)

The Hinckley Town Centre Area Action Plan sets out the strategy for the future of the town centre and identifies sites for development.

d) Earl Shilton and Barwell Area Action Plan (2014)

The purpose of the Earl Shilton and Barwell Area Action Plan is to set out the strategy for future development across the two settlements. It allocates land for housing, employment, retail, recreation, open space and community facilities within two Sustainable Urban Extensions north-west of Barwell and south-east of Earl Shilton.

Town Centres' Vision

This document sets out high level ambitions for the borough's town centres, highlighting key opportunities for regeneration and development to boost their economic success and attractiveness and promotes projects in Hinckley, Earl Shilton, Barwell and Market Bosworth.

Investor Prospectus

The investor prospectus acts as guide to development and occupier opportunities in the borough. The document assists with the specific site marketing of key sites. The document produced in 2015 and recently updated acts as a promotional tool for sites in the borough.

Cross Border Partnership

The Council is a member of a Cross Border Partnership with North Warwickshire Borough Council and Nuneaton & Bedworth Borough Council. This Partnership includes engagement with the Leicester and Leicestershire LEP and Coventry & Warwickshire LEP. The purpose of the partnership is to share in expertise and develop/ deliver initiatives that will support the economy in the Cross Border area, a location where there are strong economic links. As an example, the MIRA Technology Park Enterprise Zone adjoins all three areas, and represents an opportunity for all three areas. Working jointly on supporting the Enterprise Zone is a key priority. An advantage of this partnership is also that it enables the authorities to become resilient when undertaking a project.

KEY AIMS, OBJECTIVES AND ASSOCIATED ACTIONS

The key objective of this document is to direct local economic and associated development activities and investment in line with the Council's Corporate Plan and its relevant planning documents such as the Core Strategy and Area Action Plans. Current economic baseline figures are used to help inform the decision as to the most pertinent objectives and actions required for this strategy.

Accordingly the document sets out a number of economic regeneration initiatives that will enhance and boost the economy of the local area, building on what has happened over the last 5 years and wherever appropriate to align proposals and projects with the LLEP Strategic Economic Plan.

KEY AIM 1 Local investment in place

Objectives

- Encouraging and enabling town centre regeneration projects
- To support rural regeneration initiatives
- To promote and market the borough as an area that offers opportunities for development, investment and relocation
- To promote a business cluster where high quality end users locate and nurture excellence focusing on specific sectors
- To provide advice on the availability of sites for both businesses wishing to locate in the area and to local businesses requiring 'grow on' on space
- To continue to develop the visitor economy

KEY AIM 2 Local investment in business

Objectives

- To develop a sustainable and successful business base and encourage and support both established businesses and start-ups
- To engage with businesses expressing a desire to relocate in order to ensure their continued presence in the borough
- Regeneration of key employment sites within the borough to enable them to meet the needs of modern business requirements
- To work with all sectors and particularly the key sectors related to the LLEP sector growth plans

- Ongoing support for SMEs and for those wishing to start up a business
- To engage with and support businesses wishing to take on apprentices, and to generally promote the advantages to businesses of providing apprenticeship, traineeships and work placements opportunities
- To encourage the take-up of high speed broadband opportunities
- To encourage business awareness in respect to export market opportunities

KEY AIM 3

Local investment in people

Objectives

- To create widespread employment opportunities
- To work in partnership to upskill the local workforce and to enable the best opportunity to meet the potential offered by local companies
- To have an emphasis on supporting skill development for young people Not in Employment, Education or Training (NEETS) and the unemployed
- To address any mismatch between the requirements of local businesses and the skill sets of the local community
- To develop the opportunity for local construction jobs as new development sites come forward
- To ensure local people have access to appropriate transport facilities in order to access employment and education locations

KEY AIM 4

To work in partnership to fulfil the economic potential of the area

Objectives

- To ensure that a broad range of support packages are available to local businesses, particularly micro and small enterprises
- To develop strong partnership relationships, which have the capacity to lever in funding where required to deliver both large and small scale projects

ACTION PLAN

Time Frame Key
S - Short Term 1 Year / Ongoing
M - Medium Term 3 Years
L – Long Term 3 – 5 Years

Local investment in place

Action	Potential partners/initiatives	Monitoring	Timeframe
Implement the Town Centres' Vision document in respect to sites highlighted in Hinckley, Earl Shilton, Barwell and Market Bosworth	<ul style="list-style-type: none"> Working with landowners and developers Town centre businesses and business groups Hinckley Business Improvement District (BID), Parish and Town Councils Leicester & Leicestershire Enterprise Partnership (LLEP) Leicestershire County Council 	<ul style="list-style-type: none"> Number of sites coming forward Number of new business Inward investment Number of new homes 	M/L

Action	Potential partners/initiatives	Monitoring	Timeframe
To promote a business cluster where high quality end users locate and nurture excellence focusing on specific sectors	<ul style="list-style-type: none"> • LLEP • Leicestershire County Council • Inward investment team at Leicester City Council • Universities 	<ul style="list-style-type: none"> • Number of new business • Inward investment • Number of NVQ4 and above qualifications 	S/M
Promote the Investor Prospectus and its sites at business events and meetings with developers	<ul style="list-style-type: none"> • Developers • Business events • Leicester City Inward Investment team 	<ul style="list-style-type: none"> • Number of sites brought forward • Number of jobs created on sites • Number of attendees at events 	S
To regularly update the Investor Prospectus	<ul style="list-style-type: none"> • Developers • Inward investment team at Leicester City Council 	<ul style="list-style-type: none"> • Number of sites brought forward • Number of jobs created on sites 	S
Bring forward employment sites and facilitate quality 'move on' space for businesses wishing to expand	<ul style="list-style-type: none"> • Work with consultants in respect to the Employment Land & Premises Study that is being commissioned • LLEP 	<ul style="list-style-type: none"> • Number of sites coming forward • Number of new business • Inward investment 	M/L
To collaborate with North West Leicestershire District Council to bring forward the new employment site near Bardon	<ul style="list-style-type: none"> • North West Leicestershire District Council • Developers 	<ul style="list-style-type: none"> • Number of new business • Inward investment 	S/M

Action	Potential partners/initiatives	Monitoring	Timeframe
To promote the MIRA Technology Park and Enterprise Zone	<ul style="list-style-type: none"> • Horiba MIRA • LLEP • Cross-Border Partnership 	<ul style="list-style-type: none"> • Number of new businesses locating to the site • Success of the Enterprise Zone 	S
Work with funding regimes to provide an additional innovative enterprise centre in Hinckley	<ul style="list-style-type: none"> • LLEP • Business community 	<ul style="list-style-type: none"> • New build enterprise centre established or existing building restored 	S/M
To promote infrastructure projects in order to open up employment and residential sites and to improve the free flow of traffic on the borough's roads	<ul style="list-style-type: none"> • Highways England • Leicestershire County Council • LLEP 	<ul style="list-style-type: none"> • Number of sites brought forward • Less traffic congestion 	M/L
Continue to work with the Town Centre Manager and Hinckley Business Improvement District in respect to town centre related initiatives and events	<ul style="list-style-type: none"> • Hinckley BID • Town Centre Manager • Federation of Small Businesses (FSB) 	<ul style="list-style-type: none"> • Number of initiatives • Number of events • Number of businesses engaged 	S
Ongoing work with North Warwickshire Borough Council in respect to the delivery of the LEADER programme for the rural areas of the borough	<ul style="list-style-type: none"> • LEADER Project Manager • LEADER Development Officer • Local Action Group Chair 	<ul style="list-style-type: none"> • Number of grants awarded to rural businesses and communities 	S

Action	Potential partners/initiatives	Monitoring	Timeframe
Promotion of a Destination Management Plan	<ul style="list-style-type: none"> North Warwickshire Borough Council Coventry Warwickshire LEP Leicestershire County Council 	<ul style="list-style-type: none"> Plan production and implementation 	S
To work with tourism bodies in relation to tourism matters	<ul style="list-style-type: none"> Hinckley & Bosworth Tourism Partnership Tourism destinations e.g. Twycross Zoo Leicestershire Promotions Hotels 	<ul style="list-style-type: none"> Tourism figures 	S/M
Continue to deliver the Environmental Improvement Programme	<ul style="list-style-type: none"> Parish Councils Heritage groups 	<ul style="list-style-type: none"> Number of schemes brought forward Environmental improvements Customer satisfaction 	S
Submit an application to the Heritage Lottery Fund's Townscape Heritage Initiative Fund	<ul style="list-style-type: none"> Hinckley BID Local schools and college Community groups Heritage groups 	<ul style="list-style-type: none"> Successful bid Number of buildings improved in the Hinckley Conservation Area Environmental improvements Community engagement levels 	S

Local investment in business

Action	Potential partners/initiatives	Monitoring	Timeframe
Establish relationships with and an understanding of the needs of both existing and new businesses especially related to their skill requirements	<ul style="list-style-type: none"> • Business community • Business groups e.g. Info to Grow • Networking events • Education providers 	<ul style="list-style-type: none"> • Number of businesses engaged • Skills attainment • Business confidence figures • Business surveys 	S/M
To investigate what type of businesses are likely to be attracted to the area in the future and to establish a skills base that will meet the needs of these businesses	<ul style="list-style-type: none"> • Inward investment team at Leicester City Council • LLEP • Horiba MIRA 	<ul style="list-style-type: none"> • Number and type of new businesses setting up • Skills attainment 	S/M
To help to improve the supply of technically trained staff to fulfil the needs across business sectors especially the sectors with LLEP Sectors Growth Plans	<ul style="list-style-type: none"> • Cross-Border Employment & Skills Partnership • LLEP Enterprise Adviser Network • Horiba MIRA • North Warwickshire & Hinckley College • Local schools • Universities • LLEP Business Gateway 	<ul style="list-style-type: none"> • Skills attainment figures for the borough • Business satisfaction surveys 	S/M

Action	Potential partners/initiatives	Monitoring	Timeframe
Signpost access to business support programmes	<ul style="list-style-type: none"> LLEP Business Gateway HBBC website 	<ul style="list-style-type: none"> Business Gateway statistics Number of businesses supported Number of grants received 	S
Facilitate and promote business events by working in partnership on subjects chosen through collaboration with local businesses	<ul style="list-style-type: none"> HBBC website Business groups e.g. Info to Grow Social media Borough Bulletin BID digital promotion facilities LLEP Business Gateway Cross-Border Partnership North Warwickshire & Hinckley College Local businesses 	<ul style="list-style-type: none"> Number of attendees at events Feedback after events 	S
To further promote the local supply chain network to encourage businesses to both sell to and procure goods and services from other local companies	<ul style="list-style-type: none"> Cross-Border Partnership Local businesses Business groups e.g. Info to Grow 	<ul style="list-style-type: none"> Number of businesses registering on network 	S
To facilitate a business directory	<ul style="list-style-type: none"> Coventry Warwickshire LEP LLEP 	<ul style="list-style-type: none"> Number of business registrations 	S

Action	Potential partners/initiatives	Monitoring	Timeframe
To regularly update the economic regeneration pages of the Borough Council's website	<ul style="list-style-type: none"> HBBC staff 	<ul style="list-style-type: none"> Up-to-date relevant information 	S
To enable the provision of courses on the best use of superfast broadband opportunities	<ul style="list-style-type: none"> Leicestershire County Council LLEP East Midlands Chamber 	<ul style="list-style-type: none"> Number of courses attended Number of attendees Business satisfaction survey 	M
Work with funding regimes to enable the promotion of relevant grants programme for SMEs	<ul style="list-style-type: none"> LEADER project LLEP Leicestershire County Council 	<ul style="list-style-type: none"> Number of grants attained 	S
To improve the ability of businesses to complete successful funding applications	<ul style="list-style-type: none"> LLEP Business Gateway Advisors HBBC staff 	<ul style="list-style-type: none"> Number of successful bids Number of funding regimes accessed successfully 	S
Provide an account management service in respect to the planning process to help businesses to submit good quality applications	<ul style="list-style-type: none"> HBBC staff 	<ul style="list-style-type: none"> Number of successful applications by businesses Number of sites brought forward 	M

Local investment in people

Action	Potential partners/initiatives	Monitoring	Timeframe
To work with local schools to ensure pupils have an understanding of local employment and training opportunities and in particular to engage with the LLEP Enterprise Adviser Network	<ul style="list-style-type: none"> Local schools and academies North Warwickshire & Hinckley College LLEP Leicestershire County Council Local businesses 	<ul style="list-style-type: none"> Employment figures Business satisfaction survey Number of Job Centre claimants 	S/M
To promote specific sector job opportunities at schools and colleges in order to improve perceptions and attract young people into employment in these sectors	<ul style="list-style-type: none"> Job Centre Plus LLEP Leicestershire County Council Local schools and academies North Warwickshire & Hinckley College Local businesses Youth clubs 	<ul style="list-style-type: none"> Employment figures Business satisfaction survey Number of Job Centre claimants 	S/M
To work with education providers and businesses to match courses and apprenticeships to local business needs including any replacement demand requirement	<ul style="list-style-type: none"> Local businesses Horiba MIRA Skills Academy Local schools and academies North Warwickshire & Hinckley College Universities 	<ul style="list-style-type: none"> Skills attainment figures NVQ 1 to 4 attainments NVQ4 plus statistics for the borough 	S/M

Action	Potential partners/initiatives	Monitoring	Timeframe
	<ul style="list-style-type: none"> • Employment Hub 		
To support people wishing to set up in business and those working from home and to encourage residents and businesses to explore the opportunities that faster broadband can bring	<ul style="list-style-type: none"> • LLEP Business Gateway • Leicestershire County Council 	<ul style="list-style-type: none"> • Number of businesses created • Business satisfaction surveys 	S
To work with construction companies and developers on local sites to encourage them to take on local people for jobs, apprenticeships and work placements	<ul style="list-style-type: none"> • Developers • Job Centre Plus • LLEP • Further education providers 	<ul style="list-style-type: none"> • Number of construction jobs obtained in the borough • Number of apprenticeships • Number of traineeships • Number of work placements 	S/M
To engage with local transport providers to ensure people can access employment and training	<ul style="list-style-type: none"> • Leicestershire County Council • Local bus companies e.g. Arriva • Train companies • Leicestershire County Council Wheels to Work project 	<ul style="list-style-type: none"> • Number of LCC Wheels to Work clients in borough • Job vacancy rates • Commuting distances • Community satisfaction survey 	S/M
To work with local people on community regeneration projects	<ul style="list-style-type: none"> • Residents associations • Sports and youth clubs • Community Support Agencies 	<ul style="list-style-type: none"> • Grants obtained • Number of projects implemented 	M

Action	Potential partners/initiatives	Monitoring	Timeframe
To support agencies helping residents into work e.g. Supporting Leicestershire Families	<ul style="list-style-type: none"> Supporting Leicestershire Families Job Centre Plus Probation Service 	<ul style="list-style-type: none"> Targeted persons achieve employment 	M

To work in partnership to fulfil the economic potential of the area

Action	Potential partners/Initiatives	Monitoring	Timeframe
To ensure a broad range of support packages are available to local businesses, particularly micro and small enterprises	<ul style="list-style-type: none"> • LLEP Business Gateway • Town Centre Groups • Business groups • Events 	<ul style="list-style-type: none"> • Number of grants obtained • Business satisfaction 	S
To develop strong partnership relationships, which have the capacity to lever in funding where required to deliver both large and small scale projects	<ul style="list-style-type: none"> • DCLG • LLEP • The Cross-Border Partnership • Local education providers • Leicestershire County Council • Leicestershire District/Borough Councils • Hinckley & Bosworth Tourism Partnership 	<ul style="list-style-type: none"> • Business satisfaction and engagement • Number of sites/initiatives brought forward 	S
Support and work with Hinckley BID, Hinckley Chamber of Trade, Earl Shilton Town Team, Barwell Parish Council and other Parish Councils in respect to initiatives and events.	<ul style="list-style-type: none"> • Town Centre Manager • Local business forums • Neighbourhood Plan groups • Local businesses 	<ul style="list-style-type: none"> • Number of positive comments at events • Business satisfaction • Vacancy rates • Footfall figures 	S

IMPLEMENTATION OF ACTION PLAN

Delivery of the Action Plan will primarily be dependent upon a strong relationship between the Borough Council and its key partners including:

- Leicester and Leicestershire Enterprise Partnership to ensure that the Borough's priorities are reflected in the Strategic Economic Plan and that funding opportunities are secured through the Local Growth Fund, European Structural and Investment Funds programme and other available funding sources. Private sector partners such as land owners and developers
- Public sector bodies to ensure co-ordinated funding of key projects
- Existing businesses and business organisations for example to bolster our town centres' reputation for major investors / potential investors
- Public transport providers and the Local Highways Authority for example to deliver effective public transport services and junction improvements to mitigate the impacts of new development
- Local resident's organisations to ensure that the town centres' Area Action Plans objectives and vision match local communities' aspirations for their town centres
- When justified and deemed necessary, the council will use Compulsory Purchase Order powers in order to bring forward development opportunities.

CONCLUSION

The new strategy will assist the council in its important leadership role to promote the economic, social and environmental well-being of its area. It will also act as a framework for influencing and supporting various partners and stakeholders, who will be involved in driving economic development and regeneration locally and in particular to help enable the realisation of funding opportunities by demonstrating that the council has ambitious aspirations based on factual evidence.

APPENDIX 1

RECENT ACHIEVEMENTS AND ONGOING INITIATIVES

The Crescent, Hinckley

There was promotion of Construction Jobs at the Crescent, through working with the building contractor, Bowmer and Kirkland, via The Tin Hat Partnership. 435 weeks of training and work experience opportunities were made possible during the 19 month demolition and build scheme. During the construction of The Crescent 2,373 people were employed on site. Bowmer and Kirkland also provided work experience to Harrowbrook Construction College's bricklaying students who spent several weeks gaining valuable on site experience, working on the scheme.

By working with Sainsbury's (180 jobs plus management jobs and 25 jobs to support the long-term unemployed), Cineworld (approximately 30 jobs) and Job Centre Plus, jobs, training and apprenticeship opportunities were promoted and enabled. The Council also assisted Sainsbury's by supporting them with space at The Hinckley Hub to act as a base and hold interviews. The companies were pleased with the quality of the applicants for the jobs, the majority of whom were recruited from across the Hinckley & Bosworth area.

DPD

Supported DPD to secure opening for 1,000 new employees in September 2015. Many residents living in the borough have benefitted from jobs at this site and DPD is very pleased with the calibre of those who have been recruited.

MIRA Training Centre

Continued work to promote the ongoing development of the High Technology Park and Enterprise Zone. The new MIRA Training Centre, planned to open in 2017, is being supported through membership of the MIRA RGF Project Board.

North Warwickshire and Hinckley and Bosworth England's Rural Heart LEADER Programme

In partnership with North Warwickshire Borough Council the LEADER programme has received £1.4 million for rural projects across the two boroughs is progressing well. This project covers the entire borough of Hinckley & Bosworth apart from the urban areas of Hinckley and Burbage.

There have been two calls for bids and under Round 1 three projects have been successful in Hinckley & Bosworth (two in North Warwickshire). The projects in Hinckley & Bosworth comprise two small/medium sized enterprises (SMEs) and one farm project, together totalling £60,946 (£27,090 in North Warwickshire). The second 'call for bids' (outline stage) in respect to SMEs, forestry and community projects has resulted in five projects (three SMEs and two community projects) in the Hinckley & Bosworth area being invited to submit full applications (nine in North Warwickshire).

In August 2016 the North Warwickshire & Hinckley & Bosworth LEADER Local Action Group submitted an application through Coventry & Warwickshire LEP EU EAFRD 'Call for Bids' for the production of a Destination Management Plan (DMP). A DMP will enable more informed decisions about LEADER tourism project application

submissions, because it will provide an accurate picture of the tourism industry and a better understanding of the issues which face tourism operators. The DMP will enable funding to be directed more effectively.

Revision of Investor Prospectus

The current Investor Prospectus was launched back in March 2015. It is aimed at potential new developers and businesses thinking of investing in the borough. It showcases the further opportunities that are available for investors to help regenerate other key vacant sites across the borough including the town centers' and the Enterprise Zone. The document covers 11 sites that will create;

- Over 4,000 dwellings
- 3 million sq. feet of industrial, commercial and B8 floor space
- 360 acres of employment land

With developments continuing to evolve the Investor Prospectus is due to be revised in early 2017.

Town Centres' Vision

Hinckley is going through a transformation with an investment of over £1 billion creating approximately 10,000 jobs in Hinckley town centre and the wider borough. The Town Centres' Vision sets the high level ambitions for Hinckley and the other key centres of Earl Shilton, Barwell and Market Bosworth, by identifying key opportunities for development and regeneration. This approach will help align the regeneration of specific sites with the economic regeneration strategy, planning policy documents such as the Hinckley Town Centre Area Action Plan, the Council Corporate Plan and the Investor Prospectus. The document includes an aerial photograph, which shows the scope of the developments that have been and are currently being completed in Hinckley.

Cross-Border Employment & Skills Partnership

Current actions of this partnership, comprising the boroughs of Hinckley & Bosworth, Nuneaton & Bedworth and North Warwickshire, are:

- Sharing best practice information to support the development of the Careers & Enterprise Company's Enterprise Adviser Network in both LEP areas
- Act as a central point of expertise for the cross border area on key educational initiatives
- Identification of cross border employment linkages that require transport and training solutions
- Promoting and supporting employer engagement activities
- Utilising digital platforms to promote cross border activities relating to both employment and skills

Economic Assessment

An Economic Impact Assessment was commissioned from consultants Amion to look at the economies of the three boroughs of Hinckley & Bosworth, Nuneaton & Bedworth and North Warwickshire and to look at how economic regeneration initiatives are bringing economic benefits to the local economy across the three boroughs.

Market Towns Study

In November 2015 consultants were commissioned to undertake an economic study relating to 11 market towns across Leicestershire to include Hinckley, Earl Shilton and Barwell. This report includes separate chapters on each of the towns, as well as overall conclusions and recommendations. Potential economic focused projects are also outlined. A profile of each of the Boroughs/Districts within which these towns are located is published as a companion document. Findings from this report will be built into the LLEP Strategic Economic Plan refresh.

Business Events

Through the council's partnership in the 'Info to Grow' business network there was an event held in September 2015 on the subject of 'Pension Auto Enrolment'. In April 2016 an event was held at Twycross Zoo on the subject of 'Use your Animal Instincts for Business Success' at which there were 96 attendees.

A Supply Chain event in partnership with our cross-border colleagues was held in October 2015, during the Leicester Business Festival, and the event was sold out. At the event: Horiba MIRA provided information on suppliers they require, opportunities from HS2 and Cross Rail explained. Data gathered from business attendees was circulated and a database of suppliers created.

Over the last 3 years Job Fairs have been held at the Hinckley Leisure Centre, Atkins and the George Ward Centre in Barwell and at these, various apprenticeship opportunities were promoted.

Environmental Improvement Programme 2015/16

The Environmental Improvement Programme 2015/16 supported a total of 15 projects and the council awarded £33,200 of grant funding. Working with Parish Councils and heritage groups a wide range of projects were delivered throughout the borough including installation of heritage plaques, heritage nameplates, village trail information boards, repairs to walls and repairs to Ashby Canal bridges.

The Enterprise Adviser Network

The council is working with LLEP, who lead on this, in order to promote this initiative in the borough. The network will help simplify engagement between Leicestershire schools, colleges and employers and stimulate more employment engagement where it is required. The cluster of schools, colleges and Enterprise Advisers are being supported by an Enterprise Coordinator. Research has shown that young people, who have greater exposure to employers whilst at school, achieve better employment outcomes.

Pursuing funding opportunities for regeneration projects:

Business Case Submissions to Leicester & Leicestershire Enterprise Partnership

In November 2015 an Open Call process began to capture projects from across the city and county to create a pipeline for funding opportunities. Projects were required to submit an online Expression of Interest outlining their strategic fit and funding requirements. This was followed by submissions of Business Case Applications. Projects submitted were for:

- Hinckley Creative Workspace
- Hinckley Townscape Heritage Initiative
- Stockwell Head Urban Village
- Improved Access to Twycross Zoo
- Earl Shilton and Barwell District Centres – Phase 1 (Barwell)
- Barwell Employment & Skills
- A5 Strategic Enhancement Scheme

These projects were not identified as appropriate for the current Local Growth Fund to government. However, in some cases, it will be possible for development funding to be applied for in order to develop the project further.

Townscape Heritage Initiative

A first round application for the Heritage Lottery Fund Townscape Heritage Initiative programme was submitted in August 2016. The scheme focuses on a defined area within Hinckley Town Centre Conservation Area and funding can be allocated to eligible works including generous grants for works of repair and reinstating traditional features, including a particular focus on shop fronts, works to improve the public realm and facilitate pedestrian movement and engaging the public through a range of activities and training.

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Hinckley & Bosworth
Borough Council

A Borough to be proud of

FORWARD TIMETABLE OF CONSULTATION AND DECISION MAKING

SCRUTINY COMMISSION

18 July 2019

WARDS AFFECTED: ALL WARDS

ENVIRONMENTAL IMPROVEMENT PROGRAMME FOR 2019/20

Report of Director (Environment and Planning)

1. PURPOSE OF REPORT

- 1.1 This report outlines the Environmental Improvement Programme for 2019/20.

2. RECOMMENDATION

- 2.1 That Scrutiny agrees the enhancement schemes (Appendix 1) to be implemented in the financial year 2019/20 as the Environmental Improvement Programme.

3. BACKGROUND TO THE REPORT

BOROUGH IMPROVEMENT PROGRAMME 2019/20

- 3.1 If partners agree to make financial contributions towards projects, as anticipated, it will be possible to finance the 16 schemes identified in Appendix 1. The 16 schemes have an overall estimated cost of £106,767.65 with a gross cost to Hinckley and Bosworth Borough Council of £39,620.15. After taking account of external contributions the net cost to this Authority will be £34,985.15.
- 3.2 This year's programme aims to continue the practice to implement schemes identified in the Authority's Conservation Area Management Plan Reviews and provide a good distribution of projects throughout the borough, both in the urban and rural areas. Match funding is sought where appropriate.
- 3.3 Appendix 2 outlines the progress made on the projects included in the 2018/19 programme.

3.4 GUIDELINES FOR PRIORITISING SCHEMES

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

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

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

- 4.1 This report is to be taken in open session.

5. FINANCIAL IMPLICATIONS [CS]

- 5.1 Details of schemes and associated costs and income are attached in Appendix 1. The estimated cost for 2019/20 schemes is £39,620.15. The estimated income is £4,635. The net cost to HBBC is therefore estimated to be £34,985.15. This compares to an approved expenditure budget of £50,000 and an income budget of £15,000 making a net budget of £35,000.

- 5.2 A carry forward of £13,639 has been requested for the 2018/19 schemes which are yet to be completed.

6. LEGAL IMPLICATIONS [MR]

- 6.1 The Council has power under the Localism Act 2011 to do anything that individuals generally may do including for the benefit of its area or persons resident or present in its area.

7. CORPORATE PLAN IMPLICATIONS

- 7.1 This report contributes to the following priorities of the Council;
Places - Creating clean and attractive places to live and work
Prosperity- Encouraging growth, attracting businesses, improving skills and supporting regeneration.

8. CONSULTATION

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

9. RISK IMPLICATIONS

- 9.1 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 identified		
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10. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

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

11. CORPORATE IMPLICATIONS

- 11.1 By submitting this report, the report author has taken the following into account:
- Community Safety implications- Yes, Improving lighting and the environment will contribute reducing the fear of crime and disorder
 - Environmental implications– Yes, Protecting and enhancing the Borough’s Heritage
 - ICT implications– None directly arising from this report
 - Asset Management implications– None directly arising from this report
 - Procurement implications– None directly arising from this report
 - Human Resources implications– None directly arising from this report
 - Planning implications– Permissions sought where required
 - Data Protection implications– None directly arising from this report
 - Voluntary Sector– Conservation volunteers used where appropriate on different schemes.

Background papers: None

Contact Officer: Daniel Britton, ext. 5872
Executive Member: Councillor SL Bray

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Appendix 1 - 2019/20 Environmental Improvement Programme					
Location Ward/Parish	Scheme	Remarks	Gross Cost to HBBC	Net Cost to HBBC	Estimated Cost of Project
Boroughwide Project	Financial contributions for the Borough's conservation areas towards the reinstatement of traditional features	This project is proving successful in helping to retain / provide traditional features in the Borough's conservation areas and historic environment	£3,500.00	£1,750.00	£3,500.00
Hinckley	Heritage Nameplates	Installation of heritage nameplates on a phased basis in Hinckley Town Centre conservation area- Phase Two	£4,123.00	£4,123.00	£4,123.00
Market Bosworth	Finial Repairs	The Parish Council plan to replace the round stone balls on top of the gate posts separating the Garden and Parish Field	£677.00	£677.00	£1,354.00
Sibson	Installation of Two Heritage Street Lights	Replace two existing street lights in the conservation area with heritage lights	£6,800.00	£4,800.00	£6,800.00
Rural	Rural Heritage Trail	Produce a borough wide rural heritage trail mapping locations of blue plaques and highlight key heritage assets	£955.65	£955.65	£955.65
Burbage	Horsepool Information Board	The Parish Council plan a new sign to tell the heritage of The Horsepool detailing key features	£412.50	£412.50	£825.00
Hinckley	Museum Signage	Working with Hinckley and District Museum to improve signage on the Museum building	£1,172.00	£586.00	£1,172.00
Stanton Under Bardon	Pump Restoration	The Parish Council plan to renovate the village pump and provide some information	£500.00	£500.00	£1,000.00
Groby	Mineral Line	Working with the Parish Council and Heritage group on signage to mark the Groby mineral line	£458.00	£458.00	£458.00
Stoke Golding	Wall Repairs	The Parish Council are carrying out repairs to churchyard wall at St Margaret's Church to include repointing, replacement bricks and improved drainage	£1,893.00	£1,894.00	£3,786.00
Hinckley	Literary Figures Information Board	The installation of an information/commemorative board on the subject of literary figures in the Borough working with Hinckley Museum	£1,000.00	£1,000.00	£1,000.00
Shenton	War Memorial	The Parish Council plans to clean and repair Shenton War Memorial	£300.00	£300.00	£665.00
Desford	Heritage Trail	The Parish Council are planning a Heritage trail around the village to include information boards and a leaflet	£5,000.00	£5,000.00	£20,000.00
Hinckley	Blue Plaque	The installation of a Blue Plaque to mark John Sketchley born in Hinckley know for being Chartist, Secularist, Republican, Socialist	£229.00	£229.00	£229.00
Stoke Golding	Pathway Improvements	The Parish Council plan to replace Wykin Lane Cemetery pathway with blocked paving	£4,300.00	£4,300.00	£12,900.00
Ashby Canal	Towpath Repairs Bridge 20	Contribution towards towpath repairs on approach to Ashby Canal Bridge 20, Frieston's Bridge	£3,300.00	£3,000.00	£33,000.00
Desford	Information Notice Boards	The Parish Council plan to replace 6 wooden notice boards across the Parish with heritage style boards	£5,000.00	£5,000.00	£15,000.00
Total Expenditure			£39,620.15	£34,985.15	£106,767.65

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Appendix 2 - End of year progress report on the Environmental Improvement Programme 2018-19				
Location	Scheme	Remarks	Status	Project Cost
Hinckley	Tommy Silhouette	This project involved the purchase of one Tommy Silhouette and a second silhouette was purchased by local history group Hinckley District Past & Present	Project Completed	£750.00
Newbold Verdon	Church Hall renovations	The project involved a contribution towards wood work and metal windows renovation to Newbold Verdon Church Hall	Project Completed	£2,848.50
Hinckley	Heritage Trail	The project working with Hinckley BID involved an update and re-print of the Hinckley heritage trail	Project Completed	£650.75
Twycross	Blue Plaques	The project involved installation of two Blue Plaques to mark Molly Badham and Nathalie Evans founders of Twycross Zoo	Project Completed	£380
Newbold Verdon	Boundary Wall Improvement	A contribution towards boundary wall improvements at St James's Church Hall in the conservation area	Project Completed	£2,000.00
Barwell	Church Clock	Contribution towards repair and restoration of St Marys Church clock	Project Completed	£2,000.00
Hinckley	Planting Infrastructure	This project involved working with Hinckley Museum to install planting infrastructure around the museum	Project Completed/ Ongoing	£646.69
Desford	Abutment Repairs	Contribution towards abutment repairs to Desford Free Church	Project Completed	£185.00
Markfield	Noticeboard	Contribution to the Parish Council towards the installation of two information noticeboards	Project Completed	£575
Hinckley	Heritage Nameplates	The project involved working with the Hinckley Area Committee to install heritage nameplates on a phased basis in Hinckley Town Centre conservation area- Phase one ordered	Project Ongoing	£12,036.00
Burbage	WW1 Commemorative Benches	Contribution to the Parish Council towards two WW1 commemorative benches in the Conservation area	Project Completed	£820.00
Hinckley	Brass Plaque	This project involved the installation of a Brass plaque to commemorate the presence of the United States 82nd Airborne Division	Project Completed	£400.00
Stoke Golding	Gravestone repairs	The Parish Council repaired gravestones in Hinckley Road Cemetery	Project Completed	£1,404.17
Hinckley	Blue Plaques	The installation of two blue plaque to mark (pioneering female doctor) and John Brooks (inventor of the sprung bicycle saddle)	Project Completed/ Ongoing	£439.00

Stanton Under Bardon	Heritage Nameplates	This project involved working with the parish council to install heritage nameplates in Stanton Under Bardon	Project Complete	£1,697.50
Ashby Canal	Towpath Improvements	Contribution to Canal & River Trust towards towpath improvements to near Ashby Canal bridge 16 and 32/33	Project Complete	£5,000.00
Earl Shilton	Blue Plaques	The installation of a Blue Plaque to mark Trevor Storer creator of Pukka Pie	Project Complete	£205.00
Boroughwide	Traditional Features	Contributions have been made to traditional features and window restoration and boundary walls that we at risk of being lost in conservation areas	Project Completed/ Ongoing	£2,616.07
			Total	£34,653.68



Hinckley & Bosworth Borough Council

FORWARD TIMETABLE OF CONSULTATION AND DECISION MAKING

SCRUTINY COMMISSION

18 JULY 2019

WARDS AFFECTED: ALL WARDS

Hinckley & Bosworth Heritage Strategy 2018 - 2023 Action Plan Update

Report of Director (Environment and Planning)

1. PURPOSE OF REPORT

- 1.1 To provide Members with an update on work undertaken in the last 18 months, including ongoing initiatives, in order to fulfill the aims and objectives of the Action Plan of the Heritage Strategy 2018 – 2023.

2. RECOMMENDATION

- 2.1 That Members:
- a. Note and endorse the heritage work undertaken and outcomes achieved
 - b. Endorse the ongoing work.

3. BACKGROUND TO THE REPORT

- 3.1 The Council, on 7 December 2017, approved the adoption of the Heritage Strategy and accompanying action plan.
- 3.2 The purpose of the strategy is to guide conservation and heritage activities in the borough from 2018 to 2023. The vision of the strategy is:
- To increase our understanding and awareness of the borough's heritage with improved accessibility to the historic environment
 - To implement positive action and active management of the borough's heritage to ensure its conservation and enhancement
 - To enable an approach of partnership and collaboration where people, groups and communities come together to care for the borough's heritage

- To celebrate and promote the borough's heritage and identity, allowing it to make a difference for people, groups and communities

3.3 To achieve the vision of the strategy there are four aims with associated objectives. The Action Plan identifies key actions, initiatives and interventions to achieve each objective, to be developed and delivered over short (0-1 years), medium (up to 3 years) and long-term (up to 5 years) timeframes. Actions developed and delivered to meet each of the four aims and associated objective are summarised below, with more detailed information regarding each action contained within in Appendix 1.

3.4 **Aim 1 – Increasing understanding and awareness of heritage with improved accessibility**

Summary and highlights

- Parish Councils and local heritage groups have been asked to identify the heritage of their area as part of a borough wide audit
- An assessment of the accuracy of listed building record entries on Historic England website has been commenced
- Awareness of heritage has been improved with the installation of interpretation boards, the installation of three new blue plaques, and with the production of heritage trails for Hinckley town centre and Earl Shilton
- A successful and expanded Heritage Open Days event took place over two weekends in September 2018
- The Hansom Cab was brought back to Hinckley and relocated to the Atkins building with information boards and interpretation

3.5 **Aim 2 – Implement positive action to manage and enhance heritage**

Summary and highlights

- Development of a HBBC Local Heritage List has continued, devised in part conjunction with a number of Neighbourhood Planning Groups
- Despite an unsuccessful application to the Heritage Lottery Fund (HLF) to deliver a Townscape Heritage Scheme for Hinckley town centre positive feedback from the HLF was received about the quality of the application
- Consultants have been appointed to deliver a Public Realm Masterplan for Hinckley town centre. Public realm contributions for the town centre have also been secured from the proposed new Aldi (c. £85k) and Lidl (c.25k) stores
- Scoping work has commenced on the production of a HBBC Heritage at Risk Register to identify heritage assets at risk and target remedial actions
- An Article 4 Direction removing permitted rights for demolition was successfully made and confirmed for the former D.M. Rock & Sons building in Burbage, this being the first time HBBC have used these planning powers
- A number of enhancements to the historic environment have been delivered during 2018 via the Environmental Improvement Programme e.g. wall repairs, canal bridge repairs, installation of heritage name plates, blue , WWI commemorative benches etc.
- Continued support given to other Council departments in the development and delivery of projects via funding streams including the Parish & Community Initiative Fund and the Developing Communities Fund etc. e.g. Market Bosworth Market Place redevelopment, Carlton Parish Church extension
- Consultants have been appointed to deliver a Good Design Guide Supplementary Planning Document which includes shop front guidance and an assessment of historic character for context

- Scoping of existing and new funding streams to deliver heritage-led regeneration has been undertaken with the next steps to be considered

3.6 **Aim 3 – Ensure a partnership approach to care for our heritage**

Summary and highlights

- Ongoing support has been provided to Neighbourhood Planning Groups to ensure the heritage and the historic environment is adequately planned for at the Neighbourhood level. During 2018 advice has been provided to Burbage, Desford, Newbold Verdon, Sheepy and Witherley
- An HBBC Heritage Forum has been established to encourage capacity building in the voluntary sector, develop skills and effective means of communication. Members of the forum include Parish Councils and Local Heritage Groups and other heritage stakeholders (e.g. Hinckley & District Museum)
- The latest Leicestershire & Rutland Conservation Officers Forum was held in January 2019 and the HBBC Conservation Officer continues to be the County Representative for the East Midlands branch of the Institute of Historic Building Conservation (IHBC)
- Positive working practices with local heritage stakeholders have been maintained through various means, e.g. delivery of the Heritage Open Days event

3.7 **Aim 4 – The promotion and enjoyment of heritage**

Summary and highlights

- Support given to Hinckley & District Museum for their overall plan and development of Heritage Lottery Fund applications
- The Triumph Visitor Centre is open and is being successfully promoted by HBBC through various channels including the Visitor Guide
- The expanded Heritage Open Days 2018 event was utilised to promote heritage to a wide range of audiences including children (with 'enjoyable' activities including quizzes and interactive reenactments)
- A consultant has been appointed to deliver the Heritage and Culture programme of the North Warwickshire Hinckley & Bosworth Destination Management Plan with a number of initiatives being developed
- HBBC Conservation Officer support given to the development of the 1485 project, which has the overall vision of installing six sculptures around Bosworth Battlefield to tell the story of the battle

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

4.1 The report is to be taken in open session.

5 FINANCIAL IMPLICATIONS [CS]

5.1 In the future, should any additional funding be required to achieve some of the aims of the strategy, this will need approval in line with financial procedure rules

6. LEGAL IMPLICATIONS [FA]

6.1 None

7. CORPORATE PLAN IMPLICATIONS

- 7.1 The Heritage Strategy contributes to all three priority ambitions of the Council, in particular:

Places - creating clean and attractive places to live and work

Prosperity – encouraging growth, attracting businesses, improving skills and supporting regeneration

8. CONSULTATION

- 8.1 The Heritage Strategy was subject to public consultation as part of its adoption in 2017 and is published on the council's website

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
None		

10. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

- 10.1 Projects suggested in the Heritage Strategy generally have a good spread over the whole of the borough and this includes the rural areas.

11. CORPORATE IMPLICATIONS

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

- Community Safety implications – none directly as a result of this report
- Environmental implications – none directly as a result of this report
- ICT implications - none directly as a result of this report
- Asset Management implications - none directly as a result of this report
- Procurement implications - none directly as a result of this report
- Human Resources implications - none directly as a result of this report
- Planning implications – none directly as a result of this report
- Data Protection implications - none directly as a result of this report
- Voluntary Sector – none directly as a result of this report

Background papers: - Hinckley & Bosworth Heritage Strategy 2018 - 2023
- Hinckley & Bosworth Heritage Strategy 2018 - 2023 Background and
Action Plan

Contact Officer: Paul Grundy, ext. 5671

Executive Member: Councillor S Bray

Appendix 1. Development and delivery of Action Plan judged against timeframe

Timeframe for development and delivery of actions - Key
S – Short Term: Ongoing / 1 year
M – Medium Term: 3 years
L – Long Term: 3 – 5 years

Short term objectives and actions

Aim	Objective	Action	Progress
1. Increasing understanding and awareness of heritage with improved accessibility	To ensure information on heritage assets is up-to-date, accurate and accessible	Ensure information on heritage assets is accurate	Audit of listed building record entries on Historic England website commenced
2. Implement positive action to manage and enhance heritage	To ensure conservation areas are adequately protected and thoroughly understood	Undertake reviews of existing conservation area appraisals and management plans meeting recommendation of a completed review every 5 years	Timetabling and programming schedule devised. Identify those most in need of review. Work programmed for 2019, number to be determined
	To develop and adopt a list of local heritage assets	Develop and adopt the list of local heritage assets	Development work for Barlestone, Barwell, Earl Shilton and Market Bosworth continued. Further assets across HBBC identified during the Development Management process. Priority in 2018 given to working with Neighbourhood Planning Groups. Assets have been identified as part of Neighbourhood Plans for the Parishes of Desford and Sheepy. All assets likely to be collated in HBBC Local Heritage List with document recommended for endorsement in 2019
	To support and promote the development of characterisation studies	Utilise and promote existing characterisation studies to inform the positive management and long term planning of the wider historic environment	Audit of existing studies completed with them utilised to inform positive management and long term planning
	To maximise opportunities to deliver heritage-led regeneration projects	Submit an application to the Heritage Lottery Fund to deliver a Townscape Heritage scheme within Hinckley town centre	Application for funding to develop and deliver a Townscape Heritage Scheme within Hinckley town centre submitted during December 2017. Application was unsuccessful, next steps being considered
	To implement high quality public realm improvements	Establish working group(s) to assist with public realm scheme delivery	Hinckley Town Centre Public Realm Group established in summer 2017. Consultants appointed in December 2018 to deliver a Public Realm Strategy for the town centre. Public realm contributions secured during 2018 following market led redevelopment to deliver new Aldi and Lidl stores
	To regularly review planning policy relating to heritage matters to ensure the	Provide clear and timely professional advice on statutory applications to allow for effective decision taking	Professional advice continues to be provided in a timely manner to Development Management, applicants and consultees in response to statutory consultations with sound and high quality decisions

	appropriate tools are available to guide decision taking		issued
	To address heritage at risk through appropriate management techniques	Identify buildings and sites within the historic environment that are most at risk of being lost as a result of neglect, decay or inappropriate development	Scoping of HBBC staff and local stakeholder commenced to determine available resource for surveys as part of developing a HBBC Heritage at Risk Register (Local Register)
	To maximise funding opportunities for heritage projects and delivery of enhancements to the historic environment	Continue to deliver enhancements to the historic environment via the Environmental Improvement Programme	A full programme of enhancements to the historic environment has been delivered during 2018 following funding from the Environmental Improvement Programme. Enhancements to be delivered in 19/20 (financial year) are being identified. No request yet made to consider increasing the existing budget
3. Ensure a partnership approach to care for our heritage	To maintain and develop positive working practices with heritage stakeholders	Maintain a positive working relationship with heritage bodies during the plan-making and decision-taking processes	Positive feedback received from heritage bodies during the year
	To increase community engagement about heritage matters	Ensure the conservation of the historic environment is reflected within Neighbourhood Planning	Support to Neighbourhood Planning Groups during the development of Plans has been provided to ensure the heritage and the historic environment is adequately planned for at the Neighbourhood level. During the year advice has been provided to Burbage, Desford, Newbold Verdon, Sheepy and Witherley
	To ensure integrated and joined-up working within the council and between relevant local government partners	Ensure that the value and benefits of heritage are understood as a corporate asset and responsibility and establish clear and appropriate roles and responsibilities	Opportunities taken to ensure that the value of heritage is appreciated, e.g. heritage-led regeneration. Scoping commenced on priority projects suggested by the Heritage Champion
4. The promotion and enjoyment of heritage	To support the discovery and exploration of heritage	Develop the councils collection and support the collections development of heritage partners	Assistance and advice given on Options Appraisal to inform the development of Hinckley & District Museum National Lottery Heritage Fund (NLHF) application for improved facility. Hansom Cab successfully relocated within Atkins building for the short-medium term awaiting outcome of Museum NLHF application
	To advertise best practice in dealing with heritage	Ensure accessibility to existing skills registers	Audit of existing skills registers and databases commenced. Once complete this information is to be collated and placed on the HBBC website
	To celebrate and promote achievement in the historic environment	Continue to promote the regeneration of the Atkins building as an exemplar of council-led redevelopment	HBBC continues to promote the heritage of the building and its use as a venue and space for a range of uses

Short/medium term objectives and actions

Aim	Objective	Action	Progress
1. Increasing understanding and awareness of heritage with improved accessibility	To ensure information on heritage assets is up-to-date, accurate and accessible	Support the development of the Leicestershire Historic Environment Record (HER) as the primary source of information for the historic environment	HER is promoted as the primary source of historic information. Protocols (e.g. Service Level Agreements) between HBBC and LCC to be established during 2019, with any opportunities to support the development of the HER identified
	To ensure information on heritage assets is up-to-date,	Determine the need for improvements to the Conservation section of the council's	Requests for immediate improvements actioned when required. Comprehensive audit of content is required

	accurate and accessible	website	
	To ensure information on heritage assets is up-to-date, accurate and accessible	Ensure the full range of heritage across the borough is satisfactorily identified	Identification/audit of heritage requested of each Parish Council and relevant local stakeholder group in early 2019. Results to be analysed and published during 2019. Local (non-designated) heritage assets across HBBC identified during the Development Management process
	To ensure information on heritage assets is up-to-date, accurate and accessible	Improve awareness of heritage with increased accessibility to information	A number of schemes and projects were delivered during 2018 via HBBC assistance (officer and financial). These included the production of heritage trails, installation of new interpretation boards and blue plaques, and the organisation of Heritage Open Days and Year of Heritage Leaflet
	To increase accessibility to the historic environment	Increase the number of heritage assets that are accessible and open to the public	Identification/audit of heritage assets they would like to see open requested of each Parish Council and relevant local stakeholder groups in early 2019. Existing Heritage Open Days event expanded to include a wide range of venues and activities
	To increase accessibility to the historic environment	Explore the potential of increasing access to council owned collections and sites	Hansom Cab successfully relocated within Atkins building for the short-medium term awaiting outcome of Museum NLHF application
	To support the development of learning, skills and training	Encourage further capacity building in the voluntary sector and in the community through heritage activities and projects	Ad-hoc capacity building undertaken for interest groups during 2018 mainly through development of Neighbourhood Plans. HBBC Heritage Forum for local societies to held in January 2019 with aim of developing skills to enable heritage activities and projects to be developed and delivered
2. Implement positive action to manage and enhance heritage	To support and promote the development of characterisation studies	Assist with the development of new characterisation studies at different spatial levels	Support is to be provided to Leicestershire County Council in the development of the Extensive Urban Survey for Leicestershire. Support to Neighbourhood Planning Groups during the development of Plans has been provided with advice given that the character of each area should be identified within each Plan
	To maximise opportunities to deliver heritage-led regeneration projects	Explore and grasp opportunities to regenerate historic sites and areas in both an urban and rural context	Scoping of potential strategic sites undertaken. Relevant heritage-led regeneration funding streams identified with potential for new bids to be submitted during 2019 (National Lottery Heritage Fund, Historic England – Partnership Schemes in Conservation Areas, MHCLG – High Streets Fund). Advice provided to Market Bosworth Parish Council on Developing Communities Fund bid for works to the Market Place
	To regularly review planning policy relating to heritage matters to ensure the appropriate tools are available to guide decision taking	Ensure heritage and the historic environment is given full consideration when developing the Local Plan, planning policies and evidence bases	Ensured heritage is included in development of Local Plan Issues and Options document. Close liaison with the consultants developing Hinckley Town Centre Public Realm Strategy to ensure the role of the historic town centre environment is given full consideration. The need for further guidance on particular elements of the historic environment is to be determined
	To regularly review planning policy relating to heritage matters to ensure the appropriate tools are available	Encourage further capacity building in existing borough council resources	Programme not yet established

	to guide decision taking		
	To provide pro-active enforcement to secure improvements to the historic environment	Establish priorities for pro-active enforcement action	Scoping commenced to determine priorities for developing a HBBC Heritage at Risk Register (Local Register)
	To provide pro-active enforcement to secure improvements to the historic environment	Ensure appropriate and timely enforcement action is pursued	Enforcement action to address issues with the historic environment, in line with the HBBC Enforcement Protocol, is ongoing
	To address heritage at risk through appropriate management techniques	Determine appropriate actions and management techniques to address heritage at risk	Article 4 Direction removing permitted rights for demolition successfully made and confirmed for former D.M. Rock & Sons building, this being the first time HBBC have used these planning powers. Production of HBBC Heritage at Risk Register will identify appropriate management techniques for each site
3. Ensure a partnership approach to care for our heritage	To maintain and develop positive working practices with heritage stakeholders	Maintain a positive working relationship with heritage bodies to ensure the successful management of the historic environment	Positive feedback received from heritage bodies during the year. Local heritage bodies continue to provide local knowledge to assist with the management of the historic environment
	To maintain and develop positive working practices with heritage stakeholders	Ensure there is a positive working relationship with local and national heritage bodies to provide enhancements to the historic environment	A positive working relationship with local heritage bodies has ensured their suggested enhancements to the historic environment have been delivered by appropriate means, such as the 2018/19 Environmental Improvement Programme. Support continues to be provided by various HBBC departments to ensure local heritage bodies can develop and deliver enhancements
	To maintain and develop positive working practices with heritage stakeholders	Ensure the council retains active representation on the Leicestershire & Rutland Conservation Officers Forum and as part of other relevant professional associations	HBBC Conservation Officer continues to chair and administer the Leicestershire & Rutland Conservation Officers Forum; the last Forum took place in January 2019. HBBC Conservation Officer continues to be the County Rep to the Institute of Historic Building Conservation (IHBC) East Midlands Region with regular attendance at branch meetings. Key information from IHBC CPD events disseminated to Development Management and other relevant HBBC colleagues
	To increase community engagement about heritage matters	Determine community interest in heritage and formalise methods of engagement	HBBC Heritage Forum for local societies held in January 2019 with aim of developing effective means of communication and formal engagement. Means of communication to determine wider community interest in heritage (following Heritage Strategy consultation) to be determined
	To increase community engagement about heritage matters	Explore and support initiatives to get more people and communities involved in heritage	Existing Heritage Open Days event expanded to include a wide range of venues and activities to widen its appeal
	To ensure integrated and joined-up working within the council and between relevant local government partners	Ensure that appropriate communication networks and consultation protocols are established and maintained in order that heritage is dealt with in a collaborative way	Internal and external consultation protocols are in place and being followed. HBBC Conservation Officer is a member of steering groups for projects that include an impact on the historic environment to ensure joined-up working
	To ensure integrated and	Support the development of the	Protocols (e.g. Service Level Agreements) between HBBC and

	joined-up working within the council and between relevant local government partners	Leicestershire Historic Environment Record (HER) (see aim 1)	Leicestershire County Council (LCC) to be established during 2019, with any opportunities to support the development of the HER identified
4. The promotion and enjoyment of heritage	To promote a positive image and identity of the borough to increase heritage related tourism	Promote and support the existing tourism offer of key heritage assets	Existing assets promoted via HBBC Visitor guide, e.g. new Triumph Visitor Centre, consolidation and advertisement of heritage trails etc. Consultant appointed to deliver the Heritage and Culture programme of the North Warwickshire Hinckley & Bosworth Destination Management Plan, with scoping undertaken as to whether tourism offer of existing sites can be improved or expanded e.g. Market Bosworth station
	To promote a positive image and identity of the borough to increase heritage related tourism	Explore new and innovative tourism initiatives from key heritage assets	Consultant appointed to deliver the Heritage and Culture programme of the North Warwickshire Hinckley & Bosworth Destination Management Plan, with a number of initiatives developed during late 2018 and now ongoing including production of rural heritage trail, r Ada Lovelace Day etc. Development of 1485 Project continues
	To promote a positive image and identity of the borough to increase heritage related tourism	Promote and publicise a positive image of the borough's historic identity	Existing Heritage Open Days event expanded to include a wide range of venues and activities with appropriate publication. Year of Heritage 2018 document produced. New Hinckley Town Centre Heritage Trail produced in conjunction with Hinckley Business Improvement District (BID)
	To support the discovery and exploration of heritage	Increase accessibility to the historic environment to allow for discovery and exploration (see the actions for aim 1: objective – to increase accessibility to the historic environment)	Identification/audit of heritage assets they would like to see open requested of each Parish Council and relevant local stakeholder groups in early 2019. Existing Heritage Open Days event expanded to include a wide range of venues and activities. Hansom Cab successfully relocated within Atkins building for the short-medium term awaiting outcome of Museum NLHF application
	To support the discovery and exploration of heritage	Improve awareness of heritage with improved accessibility to information to allow for discovery and exploration (also see the actions for aim 1: objective – to ensure information on heritage assets is up-to-date, accurate and accessible)	Audit of listed building record entries on Historic England website commenced. Identification/audit requested of each Parish Council and relevant local stakeholder group in early 2019. Results to be analysed and published during 2019. Local (non-designated) heritage assets across HBBC identified during the Development Management process
	To advertise best practice in dealing with heritage	Promote best practice in dealing with heritage in the borough	Opportunities to promote best practice taken when applicable but no formal programme of promotion has yet been established

Medium term objectives and actions

Aim	Objective	Action	Progress
2. Implement positive action to manage and enhance heritage	To ensure conservation areas are adequately protected and thoroughly understood	Consider whether new conservation area designations are appropriate	Timetabling and programming schedule devised for existing areas. Consideration not yet given as to whether there is potential for new designations
	To maximise opportunities to deliver heritage-led	Assist with the implementation of heritage-led regeneration sites within the Town	Assistance provided to Major Projects Team in the implementation of the Town Centres' Vision Document

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	regeneration projects	Centres' Vision document	
	To maximise opportunities to deliver heritage-led regeneration projects	Explore and grasp opportunities to improve shop fronts across the borough	Scoping undertaken during 2018 of potential improvements required to shop fronts across the borough. Updated shop front guidance being devised as part of new Good Design Guide Supplementary Planning Document (SPD). Assistance provided in implementation of shop front improvement scheme in Barwell. Watching brief continues on funding opportunities to deliver shop front improvements, e.g. consideration of new application to National Lottery Heritage Fund for Hinckley Townscape Heritage Scheme
	To maximise funding opportunities for heritage projects and delivery of enhancements to the historic environment	Explore and grasp opportunities for external funding to delivery heritage projects (including regeneration, shop fronts and public realm schemes)	Hinckley Town Centre Public Realm Group established in summer 2017. Consultants appointed in December 2018 to deliver a Public Realm Strategy for the town centre. Public realm contributions secured during 2018 following market led redevelopment to deliver new Aldi and Lidl stores
	To regularly review planning policy relating to heritage matters to ensure the appropriate tools are available to guide decision taking	Produce supplementary guidance and advice to assist with the positive management of the historic environment	Input provided to consultants appointed to deliver new Good Design Guide SPD. Consultants appointed in December 2018 to deliver a Public Realm Strategy for Hinckley town centre. Audit commenced of effective external guidance documents which can be collated and signposted
	To maximise funding opportunities for heritage projects and delivery of enhancements to the historic environment	Support delivery of enhancements to the historic environment via other council funding streams	Continued support given to other Council departments in the development and delivery of projects including via the Parish & Community Initiative Fund and the Developing Communities Fund (e.g. Market Bosworth Market Place, Carlton church)
4. The promotion and enjoyment of heritage	To celebrate and promote achievement in the historic environment	Develop a Conservation and Design Awards scheme to provide recognition for exemplar projects	Scheme not yet established

Medium/long term objectives and actions

Aim	Objective	Action	Progress
1. Increasing understanding and awareness of heritage with improved accessibility	To support the development of learning, skills and training	Develop links with the employment sector and appropriate training and educational centres to increase the level of skilled craftspeople	Informal links established with North Warwickshire & Hinckley College to determine desire to deliver traditional methods of construction as part of education offer on Building Construction courses
	To support the development of learning, skills and training	Offer opportunities for vocational training, placements and work experience at the borough council and associated partners	HBBC Conservation Officer provided work experience on aspects of historic environment to a small number of students/individuals during 2018 and 2019
	To support existing educational resources	Build upon good practice and excellence in educational provision	The Council have promoted the educational resource offered by established groups including Hinckley & District Museum and Hinckley District Past & Present
3. Ensure a partnership approach to care for our	To ensure integrated and joined-up working within the	Ensure that council owned and managed heritage assets have appropriate	Plans not yet in place

heritage	council and between relevant local government partners	conservation and management plans in place	
4. The promotion and enjoyment of heritage	To advertise best practice in dealing with heritage	Develop and publicise a local craftsman and skills register	Partial and informal register currently maintained by HBBC Conservation Officer



Hinckley & Bosworth Borough Council

FORWARD TIMETABLE OF CONSULTATION AND DECISION MAKING

SCRUTINY COMMISSION 18 July 2019

WARDS AFFECTED: ALL PARISH WARDS

PARISH AND COMMUNITY INITIATIVE FUND ALLOCATION OF GRANTS 2019/2020

Report of Director of (Environment and Planning)

1. PURPOSE OF REPORT

- 1.1 To inform the Scrutiny Commission of the allocation of the Parish and Community Initiative Fund 2019/20.

2. RECOMMENDATION

- 2.1 That the Scrutiny Commission note the funding allocations of £128,000 for 37 schemes as detailed in section 3.3.
- 2.2 That Scrutiny Commission note a further £22,457 be allocated to fund the applications as detailed in section 3.4.
- 2.3 That the Scrutiny Commission note the request of £29,128 allowing 4 previous years scheme to be completed as detailed in section 3.6 (to be funded from the 2019/20 budget).

3. BACKGROUND TO THE REPORT

- 3.1 Since 2005 the Parish Community Initiative Fund has distributed over £1,255,000 towards 323 local parishes or voluntary organisation schemes. See appendix 2 attached.
- 3.2 In 2018/19 the scheme received 48 applications from across the Borough and a total of £150,000 was awarded to 44 schemes.
- 3.3 Applications for 2019/20:

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

The assessment panel then determined which applications they felt should be awarded grant funding. This panel consisted of Caroline Roffey Head of Street Scene Services, Ian Pinfold – Green Space Manager, Edwina Grant – Strategic and Community Planning Officer, Paul Scragg – Senior Green Space Officer and Susan Chambers Green Space Officer.

This year funding was allocated based on the total population of the Parish with a minimum of £12,000 available to each Parish (as shown in the table below).

Population	
0-3000	12,000
3000-6000	14,000
6000-9000	16,000
9000-12000	18,000
12000-15000	20,000
15000 +	22,000

The grant will fund a maximum of 50% of the project costs. Each applicant must seek support from their Parish Council and Borough Councillor. Only capital items are funded, the lowest submitted quote has been used to calculate the maximum eligible grant, unless a good reason has been provided for using a higher quote.

42 applications have been received requesting a total of £162,474 (Total eligible funding based on 50% funding and a maximum of £12,000 per project requested was £171,524).

Based on the information in Appendix 1 the assessment panel recommends funding the following schemes totalling £128,000. (Applications are set out in alphabetical order by parish and parish name is given in brackets).

1. Augmentation of bells, St Peter's Church – Thornton and Bagworth Parochial Church Council (Bagworth and Thornton)
Outline: Improvements to the bells at St Peter's Church . £9,000
2. Community building improvements – Barlestone Parish Council (Barlestone)
Outline: Installation of acoustic panels in new community building. £3,267
3. Kitchen Extension – Elohim Church (Barlestone)
Outline: Hub café Kitchen extension. £4,644
4. Play area improvements – Barwell Parish Council (Barwell)
Outline: Replacement of safety surfacing at Kirkby Road Park. £4,046
5. New BMX track– Barwell Parish Council (Barwell)
Outline: The installation of a new BMX track at Barwell Park. £1,525
6. Toilet improvements – Barwell Parish Council (Barwell)
Outline: The replacement of a hand dryer for the disabled toilets. £1,503
7. Replacement barge boards – Barwell Parish Council (Barwell)
Outline: Replacement barge boards for chapel roof in Barwell Cemetery. £3,325
8. Britannia Road Car parking – Burbage Parish Council (Burbage)

- Outline: Increased parking area for Britannia Road community centre car park.
£9,230
9. Kitchen improvements St Catherine's Church – St Catherine's Church Council (Burbage)
Outline: Refurbish and upgrade St Catherine's Church Kitchen. £10,238
 10. New Mower – Burbage Bowling Club (Burbage)
Outline: A new mower for the bowling green. £2,532
 11. New footpath – Cadeby Community Development Trust (Cadeby)
Outline: The installation of a crushed stone footpath at All Saint's Church Cadeby. £4,393
 12. Woodland improvements - Cadeby Community Development Trust (Cadeby)
Outline: Woodland improvements and wildflower planting. £1,716
 13. New Seat – Carlton Parish Council (Carlton)
Outline: The installation of a new bench at the Diamond Jubilee Orchard. £533
 14. Lighting upgrade – Desford Parochial Church Council (Desford)
Outline: Refurbishment and upgrade of the lighting at St Martin's Church and Community Hall. £2,385
 15. New Catering Equipment – Friends of Desford Primary School (Desford)
Outline: A new hot water canteen and reusable cups for use at school community events. £145
 16. Desford Mining Heritage Scheme – Desford Parish Council (Desford)
Outline: Installation of a new seat depicting coal mining at Holmfield Road. £481
 17. New Footpath – Earl Shilton Parish Council (Earl Shilton)
Outline: The installation of a new metalled footpath at Maple Way Park. £10,000
 18. Oaklands Way Pocket Park – Earl Shilton Parish Council (Earl Shilton)
Outline: The installation of toddler multi-play unit, together with safety surfacing and fencing. £5,215
 19. New footpath – Groby Parish Council (Groby)
Outline: The creation of a new footpath at Beacon Fields. £2,858
 20. Storage Facility– Groby Allotment Society (Groby)
Outline: The installation of a storage facility for garden supplies for plot holders. £2,473
 21. Orchard Close Allotments – Groby Parish Council (Groby)
Outline: repairs to the ancient wall around the allotments and resurfacing the allotment car park. £7,010
 22. Speed indicator signs – Market Bosworth Parish Council (Market Bosworth)
Outline: The purchase of a portable vehicle activated speed indicator device. £1,245
 23. Play area improvements – Market Bosworth Parish Council (Market Bosworth)

- Outline: Play area improvements at Water Mede play area. £1,935
24. New men's toilets – Newbold Verdon Parish Council (Newbold Verdon)
Outline: The refurbishment of the men's toilets at the sports pavilion. £1,449
 25. Village Hall windows – Peckleton Parish Council (Peckleton)
Outline: The replacement of the village hall windows. £4,924
 26. New bench – Peckleton Parish Council (Peckleton)
Outline: New bespoke bench close to war memorial in Kirkby Mallory. £355
 27. Speed indicator sign – Peckleton Parish Council (Peckleton)
Outline: The purchase of a portable vehicle activated speed indicator sign.
£1,947
 28. New notice boards – Peckleton Parish Council (Peckleton)
Outline: The provision of new notice boards in Peckleton, Kirkby Mallory and Stapleton. £3,037
 29. New benches – Peckleton Parish Council (Peckleton)
Outline: Two new benches at Kirkby Mallory recreation ground. £476
 30. Outdoor Gym equipment – Sheepy parish Council (Sheepy)
Outline: New outdoor gym equipment at Sheepy playing fields. £8,592
 31. Ceiling renovations – All Saints Project Account (Sheepy)
Outline: Renovation of the ceiling at All Saints Church. £3,000
 32. Renovation of church building – Without Walls (Stanton under Bardon)
Outline: Renewing the rendering on the side elevation of the church building.
£2,762
 33. Lighting improvements – St Margaret's Parochial Church Council (Stoke Golding)
Outline: Lighting improvements to the north west corner of the church. £519
 34. Resurfacing works – Sutton Cheney Parish Council (Sutton Cheney)
Outline: Resurfacing of main entrance and car parking area at St James Church.
£2,095
 35. Traffic Calming measures – Sutton Cheney Parish Council (Sutton Cheney)
Outline: Vehicle activated speed signs at Dadlington, Shenton and Sutton Cheney. £2,856
 36. Streetlight improvement scheme – Sutton Cheney Parish Council (Sutton Cheney)
Outline: The replacement of existing lamp columns with LED style lanterns.
£6,079
 37. New emergency door – Twycross Village Hall Committee (Twycross)
Outline: The installation of a new emergency door on the village hall kitchen.
£210
- 3.4 The following schemes could be considered for funding but will either exceed the parish limit or there are concerns with regards to their validity, however the panel felt

they met the criteria and could be considered for funding. (Applications are set out in alphabetical order by parish and parish name is given in brackets).

1. Play area improvements – Barwell Parish Council (Barwell)
Outline: Replacement safety surfacing at Boston Way Park. £2,899
Rationale: The current wetpour safety surfacing at the park is in a reasonable condition however it is starting to shrink at the edges, causing a possible trip hazard. The Rospa report for the park suggests repairing the surfacing, but not necessarily replacing it completely.
 2. Britannia Road Car parking – Burbage Parish Council (Burbage)
Outline: Increased parking area for Britannia Road community centre car park. £2,770 (extra requested funding for the project)
Rationale: This would take the funding for the Parish over the £22,000 limit.
 3. Rugby Road recreation ground footpath – Burbage Parish Council (Burbage)
Outline: The creation of a new 232 metre long Breedon gravel path at Rugby Road recreation ground. £8,695
Rationale: This would take the funding for the Parish over the agreed £22,000 limit. There are also concerns around the ground levels at the site and this is currently under discussion with HBBC and the developer, any award of funding would need to be on condition of receiving agreement from both the Environment Agency and the lead flood authority.
 4. Sports Hall replacement – Bosworth Academy (Desford)
Outline: The replacement of the sports hall flooring at Desford Academy. £7,668
Rationale: This is funding for a school sports hall. The primary use would be for the school during school hours although the applicant has stated that use would be available for the wider community out of school hours and at weekends.
 5. New Cooker – Norton Institutes Committee (Twycross)
Outline: The purchase of a new cooker for Norton Juxta village hall. £425
Rationale: This is a retrospective application. The cooker has already been purchased.
- 3.5 The panel recommends rejecting the following application which was considered to wholly comprise of the maintenance of football pitches and therefore not to qualify as a capital scheme.
1. Football pitch reinstatement – Sport in Desford (Desford)
Outline: Grounds improvements, including verti-draining, weed killing, over seeding and fertilising to football pitches at Kirkby Road and Peckleton Lane. £2,730

3.6 Previous Years Applications

There are 4 application totalling £29,128, which were approved in 2018 where the projects have been delayed. These projects will be completed in 2019/20. The projects are:

1. Central Heating System – Earl Shilton Baptist Church (Earl Shilton)
Outline: The installation of a new central heating system at the church to replace the current system which fails regularly. £12,000

2. South Charnwood 3G pitch project – South Charnwood High School (Stanton under Bardon)
Outline: The installation of a new 3G artificial grass pitch for use by the whole community. £12,000
3. New play equipment and new safety surfacing – Markfield Parish Council (Markfield)
Outline: The replacement of 2 old pieces of play equipment and upgrading of the existing safety surfacing. £4,777
4. Athletic equipment and storage – Desford Striders (Desford)
Outline: Sports equipment for the children's running club and a storage unit to keep it in. £351

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

- 4.1 This report will be taken in open session.

5. FINANCIAL IMPLICATIONS (IB)

- 5.1 The 2019/20 capital programme budget is £275,000. The schemes that have been agreed by the panel total £128,000. SLT have requested to consider a further £22,457 (detailed in 3.4). This will result in a budget remaining of £124,543.
- 5.2 The 2018/19 budget was £165,566 with total expenditure of £116,194. This means the 2018/19 budget was underspent by £49,372. Committed schemes that require a carry forward total £29,128 (detailed in section 3.6). These schemes can be funded from the current estimated underspend in 2019/20. This will result in an allocated budget of £95,415 in 2019/20.

6. LEGAL IMPLICATIONS [FA]

- 6.1 The Council is able to utilise the General Power of Competence under the Localism Act 2011, which provides the Council with the ability to provide financial assistance as set out within this report.

7. CORPORATE PLAN IMPLICATIONS

- 7.1 The Parish & Community Initiative fund supports parishes and 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. CONSULTATION

- 8.1 Scrutiny Commission is consulted as part of the decision to agree grant applications.
- 8.2 Parish Councils and other applicants have previously been consulted on this funding scheme.

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
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	Paul Scragg
Certain projects have conditions attached.	Applicants are required to meet condition, before final grant is awarded.	Paul Scragg
Misuse of funds	Funding for projects is only released once scheme is completed and evidence of completion and payment of the works is received.	Paul Scragg

10. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

- 10.1 All grants are awarded to the rural areas, and parish council support is sought for each application.
- 10.2 Equalities issues are considered as part of the assessment process.

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 1 Scoring sheet attached
Appendix 2 Funding per Parish attached

Contact Officer: Paul Scragg - Senior Green Space Officer x5983
Executive Member: Councillor MB Cartwright

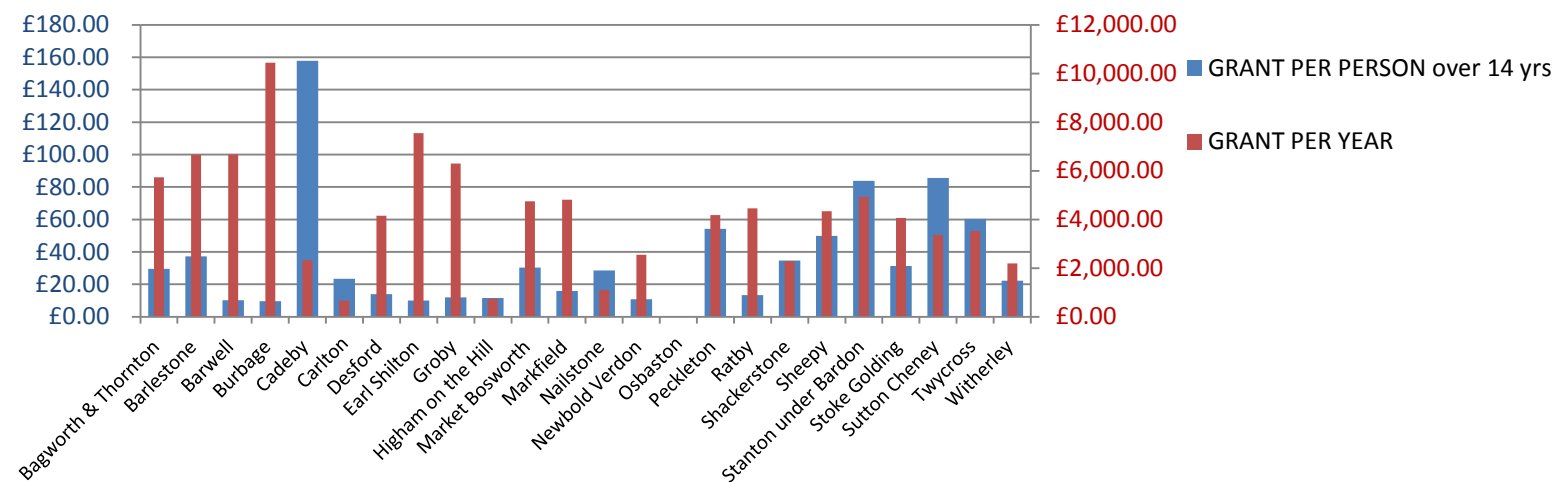
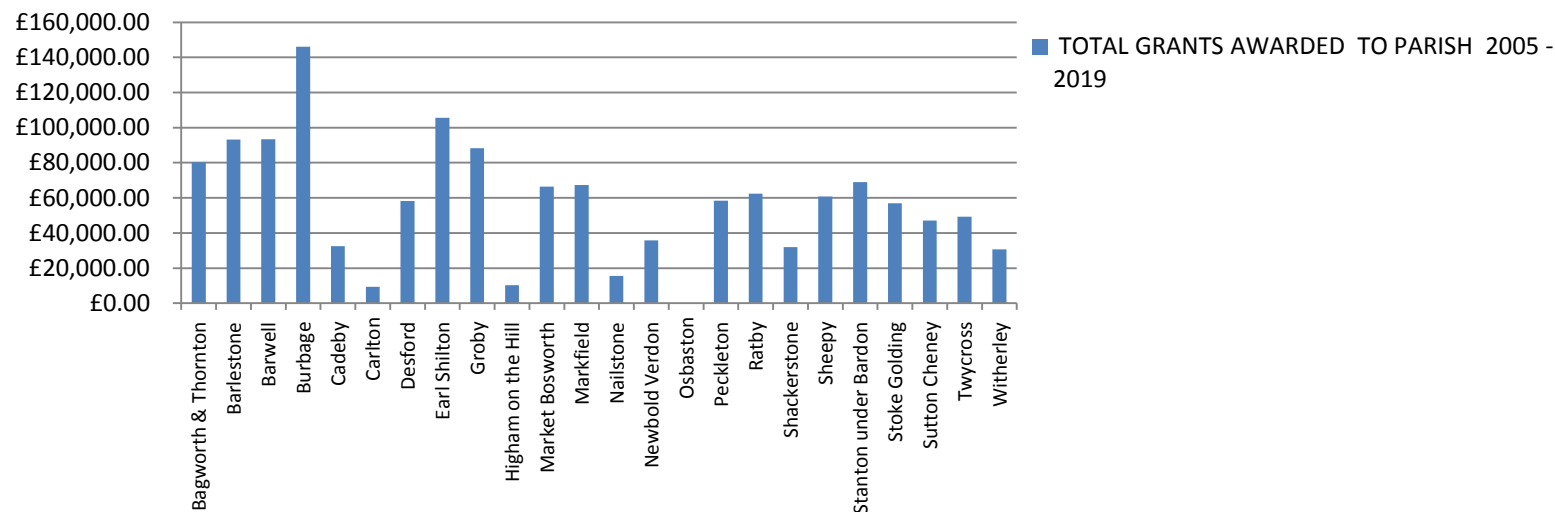
Name of Scheme	Parish	Max Eligible Grant	Total Scheme Cost	Amount of Grant Applied for	Assessed by	Assessor 1 Score	Assessor 2 Score	Average Score	Assessor Recommendation
Augmentation of bells-St Peter's Church, Thornton	Bagworth & Thornton	£9,091.00	£18,182.00	£9,000.00	SC/PS	44	47	45.5	£9,000
Installation of acoustic panels in new community building	Barlestone	£3,267.50	£6,535.00	£3,921.00	IP/SC	63	62	62.5	£3,267
Hub café kitchen extension	Barlestone	£7,185.30	£14,370.60	£7,185.30	IP/SC	59	53	56	£4,644
Replacement safety surfacing - Kirkby Road Park	Barwell	£4,452.25	£8,904.50	£4,046.25	PS/IP	50	50	50	£4,046
New BMX track (Tween River)	Barwell	£1,525.00	£3,050.00	£1,525.00	PS/IP	44	44	44	£1,525
Replacement handwash dryer for disabled toilets	Barwell	£1,587.59	£3,175.18	£1,587.59	PS/IP	44	44	44	£1,503
Replacement barge boards - cemetery chapel	Barwell	£3,325.00	£6,650.00	£3,990.00	PS/IP	34	34	34	£3,325
Replacement Surfacing Boston Way Park	Barwell	£3,888.75	£7,777.50	£2,899.35	PS/IP	48	48	48	£2,899 see section 3.4 of report
Britannia Road Car Parking	Burbage	£12,000.00	£29,000.00	£12,000.00	IP/SC	40	31	35.5	£12,000 see section 3.4 of report
Rugby Road recreation ground footpath	Burbage	£8,695.36	£17,390.72	£8,675.36	IP/SC	46	53	49.5	£8,695 see section 3.4 of report
Refurbish and upgrade St Catherines Church kitchen	Burbage	£10,238.40	£20,476.80	£12,000.00	IP/SC	61	51	54	£10,238
BCBC Green Mower	Burbage	£2,681.10	£5,362.20	£2,681.10	IP/SC	51	51	51	£2,532
Cadeby - All Saints Church path	Cadeby	£4,393.00	£8,786.00	£4,393.00	PS/IP	46	46	46	£4,393
Cadeby Woodland	Cadeby	£2,317.20	£4,634.40	£1,711.00	PS/IP	51	51	51	£1,716
Carlton Diamond Jubilee orchard seat	Carlton	£533.50	£1,067.00	£533.50	SC/PS	53	41	47	£533
St Martin's Church Centre/Community Hall electrical refurbishment and lighting upgrade	Desford	£2,385.36	£4,770.72	£2,385.36	PS/IP	55	55	55	£2,385
Friends of Desford Primary School catering equipment	Desford	£145.00	£290.00	£145.00	PS/IP	44	44	44	£145
Desford Mining Heritage Scheme	Desford	£522.00	£1,044.00	£522.00	PS/IP	45	45	45	£481
Football pitch refurbishment	Desford	£2,730.00	£5,460.00	£2,730.00	PS/IP	49	49	49	reject
Sports hall floor replacement project	Desford	£18,109.50	£36,219.00	£7,668.00	PS/IP	51	49	50	£7,668 see section 3.4 of report
Maple Way park construction of new metalled footpaths	Earl Shilton	£11,000.00	£22,000.00	£10,000.00	IP/SC	55	55	55	£10,000
Oaklands Way pocket park	Earl Shilton	£6,000.00	£12,000.00	£6,000.00	IP/SC	70		67.5	£5,215

							65		
Beacon Field Footpath	Groby	£2,858.00	£5,716.00	£2,858.00	IP/SC	41	45	43	£2,858
Storage Facility for gardening supplies for allotment plot holders	Groby	£2,473.70	£4,947.40	£2,473.70	IP/SC	38	34	36	£2,473
Orchard Close Allotments	Groby	£7,157.00	£14,314.00	£7,157.00	IP/SC	33	33	36.5	£7,010
Purchase of a portable vehicle activated speed indicator device	Market Bosworth	£1,787.50	£3,575.00	£1,787.50	SC/PS	49	51	50	£1,245
Waterside Mede Play Area enhancement	Market Bosworth	£2,446.20	£4,892.40	£1,935.13	SC/PS	65	56	60.5	£1,935
New Men's Toilets	Newbold Verdon	£1,449.15	£2,898.30	£1,449.00	PS/IP	45	45	45	£1,449
Village Hall windows	Peckleton	£4,924.00	£9,848.00	£4,924.00	SC/PS	52	50	51	£4,924
New bench	Peckleton	£355.00	£710.00	£420.00	SC/PS	33	35	34	£355
Provision of vehicle activated speed sign	Peckleton	£1,947.45	£3,894.89	£1,947.44	SC/PS	46	48	47	£1,947
Provision of new noticeboards in peckleton, Kirkby Mallory & Stapleton	Peckleton	£3,037.50	£6,075.00	£3,037.50	SC/PS	44	42	43	£3,037
New benches	Peckleton	£476.69	£953.38	£560.03	SC/PS	39	40	39.5	£476
Outdoor Gym Equipment - Sheepy Playing Fields	Sheepy	£8,592.43	£17,184.86	£8,592.43	IP/SC	66	72	69	£8,592
All Saints ceiling renovation	Sheepy	£3,000.00	£6,000.00	£3,000.00	IP/SC	45	36	40.5	£3,000
Renovation of side elevation of church building	Stanton-under-Bardon	£2,762.50	£5,525.00	£2,762.50	PS/IP	37	37	37	£2,762
Lighting improvement to northwest corner of church	Stoke Golding	£519.08	£1,038.15	£519.00	IP/SC	61	44	52.5	£519
Resurfacing of main entrance & car parking area - St James Church	Sutton Cheney	£2,095.00	£4,190.00	£2,095.00	SC/PS	47	45	46	£2,095
Traffic calming measures	Sutton Cheney	£2,856.48	£5,712.96	£3,427.78	SC/PS	60	60	60	£2,856
Streetlight Improvement Scheme	Sutton Cheney	£6,079.18	£12,158.35	£7,295.01	PS/IP	47	48	47.5	£6,079
New emergency door on the kitchen	Twycross	£210.00	£420.00	£210.00	SC/PS	54	55	54.5	£210
Norton Juxta Twycross Village Hall - New Cooker	Twycross	£425.00	£850.00	£425.00	SC/PS	37	37	37	£425 See section 3.4 of report

Appendix 2

PARISH	TOTAL GRANTS AWARDED TO PARISH 2005 -2019	GRANT PER PERSON over 14 yrs	GRANT PER YEAR
Bagworth & Thornton	£80,228.00	£29.60	£5,730.57
Barlestone	£93,195.00	£37.26	£6,656.79
Barwell	£93,327.00	£10.09	£6,666.21
Burbage	£146,152.00	£9.67	£10,439.43
Cadeby	£32,499.00	£157.76	£2,321.36
Carlton	£9,326.00	£23.49	£666.14
Desford	£58,195.00	£13.94	£4,156.79
Earl Shilton	£105,611.00	£9.98	£7,543.64
Groby	£88,237.00	£11.96	£6,302.64
Higham on the Hill	£10,293.00	£11.59	£735.21
Market Bosworth	£66,407.00	£30.27	£4,743.36
Markfield	£67,297.00	£15.81	£4,806.93
Nailstone	£15,487.25	£28.52	£1,106.23
Newbold Verdon	£35,737.00	£10.83	£2,552.64
Osbaston	£0.00	£0.00	£0.00
Peckleton	£58,457.00	£54.13	£4,175.50
Ratby	£62,431.00	£13.34	£4,459.36
Shackerstone	£32,000.00	£34.59	£2,285.71
Sheepy	£60,724.95	£49.94	£4,337.50
Stanton under Bardon	£68,950.00	£83.88	£4,925.00
Stoke Golding	£56,922.00	£31.24	£4,065.86
Sutton Cheney	£47,097.75	£85.48	£3,364.13
Twycross	£49,270.00	£60.23	£3,519.29
Witherley	£30,755.00	£22.13	£2,196.79

TOTAL GRANTS AWARDED TO PARISH 2005 -2019





Hinckley & Bosworth
Borough Council

A Borough to be proud of

FORWARD TIMETABLE OF CONSULTATION AND DECISION MAKING

SCRUTINY COMMISSION 18 JULY 2019

WARDS AFFECTED: ALL WARDS

EQUALITIES MONITORING – 2017/18

Report of Director of Corporate Services

1. PURPOSE OF REPORT

- 1.1 This report presents workforce data for the period April 2017 to March 2018 (including comparison data for the financial year 2016/17). The data covers an equality analysis of headcount, FTE, occupational segregation, recruitment and selection, leavers and employment relation matters. The report also sets out the mandatory gender pay gap as at 31 March 2018.

2. RECOMMENDATION

- 2.1 That members of the committee:
- Note the equalities monitoring data and the proactive measures taken to address inequalities – particularly the increase in disabled staff members to 6.2% (from 2.5%)
 - Note the positive gender pay gap of 4.6% as at 31 March 2018 – which is positive compared to the public sector average of 17.7% and the private sector average of 19.3%

3. BACKGROUND TO THE REPORT

- 3.1 Under the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 (SI 2017/353) there are three specific duties:
- to publish equality information;
 - to publish equality objectives and
 - to publish gender pay gap information.
- 3.2 The public sector equality duty relates to the following nine protected characteristics:
- Age
 - Disability

- Gender reassignment
- Marriage and civil partnerships
- Pregnancy and maternity
- Race
- Religion and belief
- Sex and
- Sexual orientation

- 3.3 In order to meet the specific duty, the Council is also required to publish sufficient information on protected characteristics, occupational segregation, grievance, disciplinary and recruitment in order to demonstrate that it is compliant with the general equality duty.

This report forms part of that evidence and will be published on the council's website.

- 3.4 The workforce monitoring report in Appendix 1 covers the period from April 2017 to March 2018 including an equality analysis of headcount, FTE, occupational segregation, gender pay gap information, recruitment and selection, leavers and employment relations data. This information will be used to determine if any practices, procedures, policies or work cultures unfairly discriminate against staff based upon the protected characteristics and to take action where inequalities exist.

3.5 **Workforce Profile 2017/18**

Key headline data for 2017/18 is outlined below. For more detailed comparative data for the previous two years please refer to Appendix 1.

- Headcount is **404** and has remained static since 2016/17
- The workforce is split 48% Male and 52% Female
- **75%** of our staff are **full time** of which 58% are male
- **25%** of our staff are **part time** of which 80% are female
- Median Age: **47**
- **13%** of the workforce are formal flexible workers of which 52% are full time and 48% part time. 75% of flexible workers are Grade 8 or below
- **Part time** employees has increased by **5%** since 2016/17 at the same time the number of **full time female** has decreased by **5%**
- **12%** of the workforce are in Grade 2, 77% are male
- **65%** of the workforce are in Grades 3 to 6, 60% are female
- **23%** of the workforce are grade 7 and above 55% are male
- **3.5%** of the workforce is aged 20-24, **12.6%** of the workforce is over 60, **20%** in professional occupations, **25%** in associate/technical, **5%** in skilled trades and **11%** in driving positions

- Disabled employees represent **6.2% of the workforce** - a 3.7% increase since 2016/17. This is less representative than the Hinckley area (7.5 % based on 2011 census) and has increased following a refresh of data collection of equalities information amongst current staff
- Ethnic Minority employees represent **6.2%** this is 2% higher than the ethnic minority population of Hinckley (3.9% according to the 2011 census)
- Religion or belief: **48.3%** employees are of Christian denomination, 25% advise no religion or belief, **1.2% Muslim**, **1.7% Hindu** and 14.9% have not disclosed their religion or belief
- Lesbian, gay, bisexual and trans (LGBT) staff is **2.5%**
- Our return rate from maternity leave for 2016/17 and 2017/18 is **100%**.
- **51** leavers (of which 72.5% due to resignation)

3.6 Occupational Segregation

The detailed analysis set out within Appendix 1 does identify that predominantly male employees sit within lower paid roles at Grade 2. This is due to manual work based at the depot and this type of work is lower paid. The council does however operate a job evaluation scheme that fairly evaluates job roles which covers all diverse job roles, from professional roles to manual work, including assessing factors such as skills, responsibility and physical requirements. At the other end of the spectrum, males are more prevalent within professional and senior roles within the authority.

3.7 Recruitment Profile 2017/18

- Ethnic Minority: 13.2% of applications from ethnic minority; 11% of applicants interviewed were from ethnic minority; 8.4% of those were appointed.
- Disability: 5.4% of applicants declared a disability, 5.9% of applicants shortlisted had a disability; 3.6% of those appointed.
- Religion or belief: 40% of applications were from Christian denomination; 3.4% Muslim, 3.4% Hindu and 34.3% declared No religion or belief. 47% of those appointed were Christian denomination, 1.2% Hindu. 30% has no Religion or belief.
- Gender: 55% of applicants of applicants were female, 50% of shortlisted applicants were female, 40% of those appointed were female.
- Age: The median age range at all stages of recruitment was 30-44 years
- LGBT made up 3.9% of applications, 3.3% of those selected for interview and 4.8% of those appointed.

3.8 Disciplinary and Grievance 2017/18

There were no disciplinary action against ethnic minority employees; 3% disciplined did have a disability; the average age of those subject to disciplinary action was 50.

There were 3 grievances raised. There was with no identifiable pattern in any service area, occupation or nature of the grievance.

3.9 Return rate from maternity leave 2017/18

We had 3 employees on maternity leave last year. During that period 100% have returned to employment after their maternity leave.

3.10 Training and Development on Equalities

Employees have completed the online equality and diversity in the workplace e-learning module. The council is currently sourcing training for manual workers and for staff who do not have access to e-learning.

3.11 Mandatory Gender Pay Gap Reporting

The Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 expanded the specific duties within the Equality Act 2010 to introduce the gender pay gap reporting duty for public authorities.

This is a new requirement for employers with more than 250 employees at a snapshot date of 31 March each year. Employers should publish specific figures about their gender pay gap on their own website and on the government's online reporting service, in particular:

- The mean and median gender pay gap
- The mean and median bonus
- The proportion of males and females receiving a bonus payment;
- The proportion of males and females in each quartile pay band; and

As at 31 March 2018 the council's gender pay gap was 4.6%. This is a slight increase compared to 2016/17 which was 4.3%.

The average mean hourly rate for female employees is £12.92 which is lower compared to male employees which is £13.55. This is a difference of 63 pence per hour. The calculation is set out below:

$0.63/£13.55 \times 100 = \text{a gap of } 4.64\% \text{ (rounded to } 4.6\%)$

Full details are contained within the gender pay gap report (Appendix 2) which should be published no later than 31 March 2019. The pay gap reported is extremely positive given that it is significantly lower than other public sector employers with a mean pay gap of 17.7% and the private sector which is 19.3% (Office for National Statistics (ONS) 2018).

3.12 Positive measures

Disabled employees represent 6.2% of the workforce in 2017/18. This is above the corporate target for 2016/17 (2.99%) and has increased following an equalities audit of all staff in 2016/17.

The council is also a 'Disability Confident Employer' and this scheme is an initiative led by the DWP. By signing up to the scheme the council is showing that it is

committed to increasing the number of disabled staff at the council using various recruitment methods and workplace adjustments.

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 None.

6. LEGAL IMPLICATIONS [FA]

6.1 Set out within the body of this report.

7. CORPORATE PLAN IMPLICATIONS

7.1 Contributes to all Corporate Aims.

8. CONSULTATION

8.1 Not applicable.

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:

None.

10. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

10.1 Set out within the report, particularly para 3.12.

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: Julie Stay, 01455 255688
Executive Member: Councillor SL Bray

Workforce Profile – 2016/17 and 2017/18

	2016/17	%	2017/18	%
Total employees	403		404	
FTE	367		366	
Full time	307	76.2	302	74.8
Part time	96	23.8	102	25.2
Female	199	49.4	209	51.7
Male	204	50.6	195	48.3
Male FT	187	60.9	175	57.9
Female FT	121	39.4	127	42.1
Male PT	18	18.8	20	19.6
Female PT	78	81.3	82	80.4
Male PT FTE	10	NA	12	NA
Female PT FTE	49	NA	52	NA
Disability	10	2.5	25	6.2
Ethnic Minority	18	4.5	25	6.2
LGBT	10	2.5	10	2.5
Age	2016/17	%	2017/18	%
16-19	3	0.7	1	0.2
20-24	16	4.0	14	3.5
25-29	40	9.9	26	6.4
30-44	112	27.8	121	30.0
45-59	180	44.7	191	47.3
60-64	37	9.2	36	8.9
65-74	15	3.7	14	3.5
75+	0	0.0	1	0.2
Religion or belief	2016/17	%	2017/18	%
Buddhist	1	0.2	2	0.5
Christian all denominations	199	49.4	195	48.3
Hindu	6	1.5	7	1.7
Muslim	4	1.0	5	1.2
No religion or belief	97	24.1	105	26.0
Other	14	3.5	27	6.7
Prefer not to say	81	20.1	60	14.9
Sikh	1	0.2	3	0.7

Workforce Profile - Occupational Segregation

A table showing the councils workforce by the Office for National Statistics (ONS) standard occupational classification 2010 * including gender, disability and ethnic minority on the 31 March 2018

Group	No of staff	Disability %	Ethnic Minority %	Male %	Female %	FT %	PT %
Totals	404	6.2	6.2	48.3	51.7	74.8	25.2
SOC2010-Group 1- Managers, Directors and Senior Officials	25	4.0	8.0	60.0	40.0	92.0	8.0
SOC2010-Group 2- Professional Occupations	65	7.7	9.2	55.4	44.6	76.9	23.1
SOC2010-Group 3- Assoc Professional and Technical Occupations	98	7.1	6.1	31.6	68.4	78.6	21.4
SOC2010-Group 4- Administrative and Secretarial Occupations	74	6.8	4.1	13.5	86.5	59.5	40.5
SOC2010-Group 5- Skilled Trade Occupations	30	0.0	3.3	100.0	0.0	96.7	3.3
SOC2010-Group 6- Caring, Leisure and Other Service Occupations	14	7.1	0.0	28.6	71.4	57.1	42.9
SOC2010-Group 7- Sales and Customer Service Occupations	28	3.6	14.3	21.4	78.6	32.1	67.9
SOC2010-Group 8- Process, Plant and Machine Operatives	26	11.5	7.7	96.2	3.8	92.3	7.7
SOC2010-Group 9- Elementary Occupations	44	4.5	2.3	86.4	13.6	86.4	13.6

A table showing gender, ethnic group, disabled and full and part time employees by grade

Grade	Number of staff	Number of staff %	Disability %	Ethnic Minority %	Male %	Female %	FT %	PT %
National Minimum Wage	1	0.2	0.0	0.0	100.0	0.0	100.0	0.0
Grade 1	4	1.0	0.0	0.0	25.0	75.0	0.0	100.0
Grade 2	44	10.9	9.1	2.3	81.8	18.2	95.5	4.5
Grade 3	51	12.6	7.8	5.9	41.2	58.8	64.7	35.3
Grade 4	124	30.7	4.8	5.6	37.1	62.9	29.8	38.7
Grade 5	32	7.9	0.0	6.3	37.5	62.5	87.5	12.5
Grade 6	56	13.9	7.1	8.9	48.2	51.8	82.1	17.9
Grade 7	28	6.9	3.6	7.1	50.0	50.0	82.1	17.9
Grade 8	33	8.2	15.2	6.1	54.5	45.5	75.8	24.2
Grade 9	11	2.7	9.1	18.2	63.6	36.4	81.8	18.2
Grade 10	9	2.2	0.0	11.1	66.7	33.3	88.9	11.1
Grade 11	3	0.7	0.0	0.0	66.7	33.3	100.0	0.0
Head of Service	4	1.0	0.0	0.0	50.0	50.0	100.0	0.0
Director	3	0.7	0.0	0.0	33.3	66.7	100.0	0.0
Chief Executive	1	0.2	0.0	0.0	100.0	0.0	100.0	0.0
Total	404	100	6.2	6.2	48.3	51.7	65.1	25.2

Workforce Profile – Disciplinary and Grievance records

Disciplinary records

Disciplinary records	2014/15 (%)	2015/16 (%)	2016/17 (%)	2017/18 (%)
Ethnic minority	11	0	0	0
White	89	100	100	100
Disabled	0	0	0	3
Mean age	50	49	39	50
Disciplinary hearings	9	13	11	9
Male	100	77	73	92
Female	0	23	27	8
Verbal Warning	4	4	2	1
First Written	3	3	3	5
Final Written	1	1	3	2
Dismissal	1	5	3	1

Grievance Records

Grievances	2014/15 (%)	2015/16 (%)	2016/17 (%)	2017/18 (%)
Ethnic minority	0	0	0	0
White	1	92	75	100
Disabled	0	0	0	1
Mean age	43	47	43	50
Male	40	50	38	100
Female	60	50	63	0
Upheld	25	84	50	33.33
In part	75	0	25	0
Not upheld	0	0	25	66.66
Terms and conditions	2	2	1	0
Breach of policy	2	0	3	0
Bullying	1	9	3	2
Discrimination	0	0	0	0
Poor Supervision	0	1	0	0
Health and Safety	0	0	1	1

Workforce Profile – Leavers

Leavers	2016/17	2017/18
Total	53	51
Male (%)	58	72.5
Female (%)	42	27.5
Disabled (%)	0	3.9
Ethnic Minority (%)	11	3.9
Reasons for leaving	2016/17	2017/18
Capability (%)	0	2.0
Death in Service (%)	2	2.0
Dismissal (%)	6	2.0
End of temporary contract (%)	14	7.8
Ill health retirement (%)	2	0.0
Probation (%)	2	0.0
Resignation (%)	67	72.5
Retirement (%)	2	5.9
Settlement agreement (%)	2	3.9
Some Other Substantial Reason(SOSR)	0	2.0
Voluntary redundancy (%)	2	2.0

Labour Turnover 2017/18

Labour Turnover 2017/18	%
All services	12.6
Community Services	14
Corporate Services	8
Environment and Planning	15
Voluntary	84
Involuntary	16
Resignation	72.5
Male	72.5
Female	27.5
Disabled	3.9
Ethnic Minority	3.9

Workforce Profile – Return from maternity leave

Year	2014/15	2015/16	2016/17	2017/18
Return %	66%	75%	100%	100%
Number	4 out of 6	3 out of 4	6 out of 6	3 out of 3

Flexible working positions on the 31 March 2018

31 March 2018	Male	Female	Total	Percentage
Flexible Working positions	14	39	53	100
Corporate Services	5	22	27	50.9
Environment and Planning	7	8	15	28.3
Community Services	2	9	11	20.8
Full time	12	16	28	52.8
Part time	2	23	25	47.2
Apprentice	0	0	0	0
Grade 1 -3	0	0	0	0
Grade 4	1	19	20	37.7
Grade 5	2	2	4	7.5
Grade 6	1	6	7	13.2
Grade 7	3	6	9	17
Grade 8	4	2	6	11.3
Grade 9	2	3	5	9.4
Grade 10	1	1	2	3.8
Grade 11 and above	0	0	0	0

Workforce Profile – Recruitment Monitoring

Application Forms Received 2017/18

Applications 2017/18	Number	%
Recruitment adverts	65	NA
Total applications	589	NA
Online	527	89.5
Written	62	10.5
Male	262	45.5
Female	327	55.5
Ethnic Minority	78	13.2
Disability	32	5.4
LGBT	23	3.9
Heterosexual	517	87.8
Other	12	2
Prefer not to say	37	6.3
Age	Number	%
16-19	12	2
20-24	90	15.3
25-29	73	12.4
30-44	228	38.7
45-59	162	27.5
60-64	21	3.6
65-74	3	0.5
75+	0	0
Religion or belief	Number	%
Agnostic	27	4.6
Atheist	31	5.3
Buddhist	2	0.3
Christian (all denominations)	240	40.7
Hindu	20	3.4
Jewish	1	0.2
Muslim	20	3.4
No religion or belief	202	34.3
Other	10	1.7
Prefer not to say	28	4.8
Sikh	8	1.4

Applicants shortlisted 2017/18

Applicants shortlisted	Number	%
Recruitment adverts	65	
Shortlisted	269	
Online	246	91.4
Written	23	8.6
Male	134	49.8
Female	135	50.2
Ethnic Minority	29	10.8
Disability	16	5.9
LGBT	9	3.3
Heterosexual	236	87.7
Other	6	2.2
Prefer not to say	18	6.7
Age	Number	%
16-19	6	2.2
20-24	35	13
25-29	26	9.7
30-44	112	41.6
45-59	74	27.5
60-64	14	5.2
65-74	2	0.7
75+	0	0
Religion or belief	Number	%
Agnostic	15	5.6
Atheist	12	4.5
Buddhist	2	0.7
Christian (all denominations)	122	45.4
Hindu	9	3.3
Jewish	0	0
Muslim	6	2.2
No religion of belief	84	31.2
Other Religion or Belief	5	1.9
Prefer not to say	11	4.1
Sikh	3	1.1

Applicants Appointed 2017/18

Applicants Appointed	Number	%
Vacancies	n/a	
Appointed	83	
Online	n/a	
Written	n/a	
Male	49	59
Female	34	41
Ethnic Minority	7	8.4
Disability	3	3.6
LGBT	4	4.8
Heterosexual	76	91.6
Other	0	0
Prefer not to say	3	3.6
Age	Number	%
16-19	3	3.6
20-24	9	10.8
25-29	4	4.8
30-44	39	47
45-59	21	25.3
60-64	7	8.4
65-74	0	0
75+	0	0
Religion or belief	Number	%
Agnostic	8	9.6
Atheist	3	3.6
Buddhist	0	0
Christian (all denominations)	39	47
Hindu	1	1.2
Jewish	0	0
Muslim	1	1.2
No religion or belief	25	30.1
Prefer not to say	4	4.8
Other	1	1.2
Sikh	1	1.2

***A summary of the standard occupational classification 2010 (SOC2010) Major Groups used by the Office for National Statistics is outlined below:**

Major group	General nature of qualifications, training and experience for occupations in the major group
Managers, directors and senior officials	A significant amount of knowledge and experience of the production processes and service requirements associated with the efficient functioning of organisations and businesses.
Professional occupations	A degree or equivalent qualification, with some occupations requiring postgraduate qualifications and/or a formal period of experience-related training.
Associate professional and technical occupations	An associated high-level vocational qualification, often involving a substantial period of full-time training or further study. Some additional task-related training is usually provided through a formal period of induction.
Administrative and secretarial occupations	A good standard of general education. Certain occupations will require further additional vocational training to a well-defined standard (e.g. office skills).
Skilled trades occupations	A substantial period of training, often provided by means of a work based training programme.
Caring, leisure and other service occupations	A good standard of general education. Certain occupations will require further additional vocational training, often provided by means of a work-based training programme.
Sales and customer service occupations	A general education and a programme of work-based training related to Sales procedures. Some occupations require additional specific technical knowledge but are included in this major group because the primary task involves selling.
Process, plant and machine operatives	The knowledge and experience necessary to operate vehicles and other mobile and stationary machinery, to operate and monitor industrial plant and equipment, to assemble products from component parts according to strict rules and procedures and subject assembled parts to routine tests. Most occupations in this major group will specify a minimum standard of competence for associated tasks and will have a related period of formal training.
Elementary occupations	Occupations classified at this level will usually require a minimum general level of education (that is, that which is acquired by the end of the period of compulsory education). Some occupations at this level will also have short periods of work-related training in areas such as health and safety, food hygiene, and customer service requirements.

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Hinckley & Bosworth Borough Council

Gender Pay Gap Report 2018

Background

From 2017 any organisation that employs 250 or more must publish and report specific data about their gender pay gap.

The gender pay gap is not to be confused with equal pay which relates to men and women receiving equal pay for equal work. The council operates a clear policy of paying employees equally for the same or equivalent work regardless of their sex is in place.

As such the council:

- evaluates job roles and pay grades to ensure a fair pay structure
- carries out pay and benefits audits at regular intervals
- provides regular equal pay training for all managers and other staff members who are involved in pay reviews

The Gender Pay Gap is the difference between the average earnings of men and women, expressed relative to men's earnings. Public sector employers are required to publish their Gender Pay Gap information including the **mean, median, bonus and quartile** pay information by 30 March each year based on a snap shot date of the previous 31 March.

The council is required to publish these results which can be accessed via the council's website and on the Government UK website.

We use these results to assess:

- the levels of gender equality in our workplace
- the balance of male and female employees at different levels
- how effectively talent is being maximised and rewarded

As a public sector organisation the reporting and assessment of these figures demonstrate our compliance under the Public Sector Equality Duty and forms part of our wider equality requirements under Equality Act 2010.

Our Ethical and Governance and Personnel Committee will monitor the data in this report to assist in ensuring the fair and consistent application of the Council's Policies and Procedures.

Gender Pay Gap Data

The data set out in this report has been calculated using the standard methodologies used in the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017.

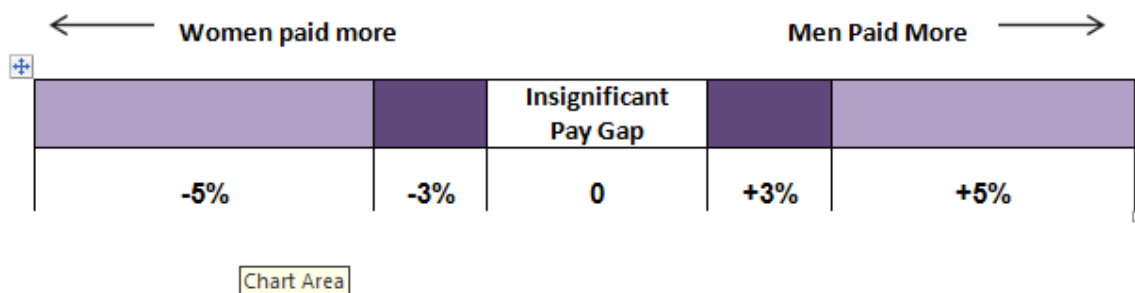
For Hinckley and Bosworth Borough Council the relevant reporting requirements for the gender pay gap are:

- the mean and median gender pay gap
- the proportion of men and women in each quartile of the pay structure

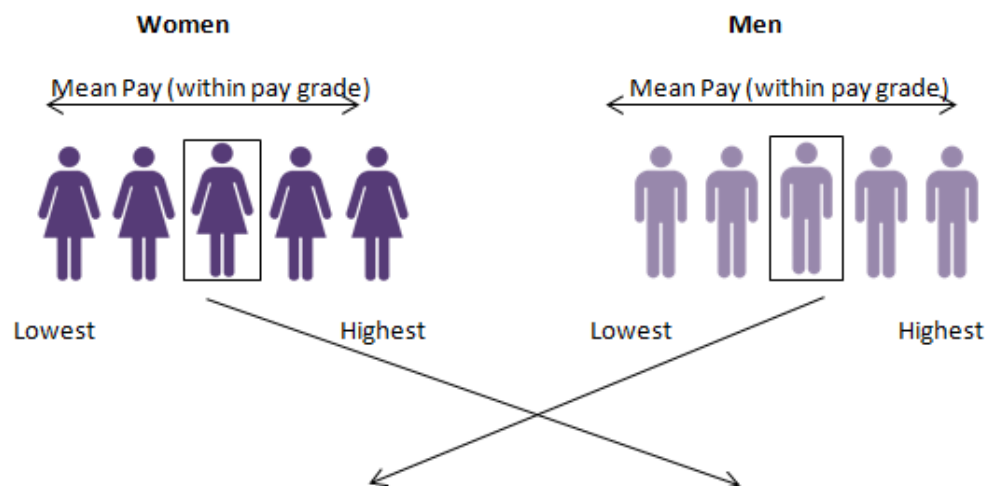
We do not publish bonus gender pay information as no bonus payments are made.

The overall gender pay gap is defined as the difference between the hourly pay of male and female employees. This has to be reported as a mean and a median figure.

A positive pay gap indicates men are paid more, a negative pay gap indicates that women are paid more.



Gender Pay Gap Calculation



$$\text{Gender pay gap median} = \frac{\text{Median pay men} - \text{Median pay women}}{\text{Median pay men}} \times 100$$

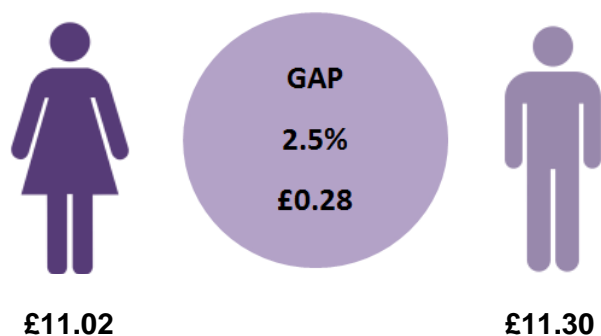
$$\text{Gender pay gap mean} = \frac{\text{Mean pay men} - \text{Mean pay women}}{\text{Mean pay men}} \times 100$$

Gender Pay Gap

This is the council's report for the snapshot date as at 31 March 2018

Median Gender Pay Gap – 31 March 2018

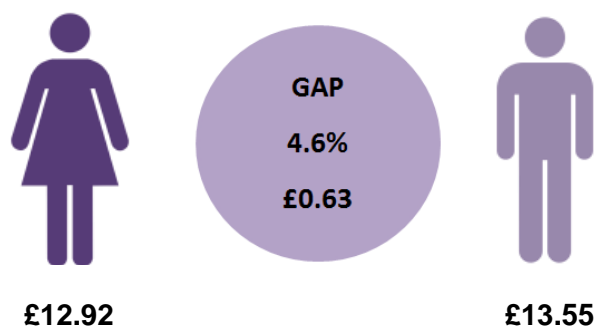
The median gender pay gap for the Council is 2.5 %



Hinckley and Bosworth Gender Pay Gap	Median Hourly Pay 31 March 2017	Median Hourly Pay 31 March 2018
Female	£10.91	£11.02
Male	£10.91	£11.30
Pay Gap	0%	2.5%

Mean Gender Pay Gap – 31 March 2018

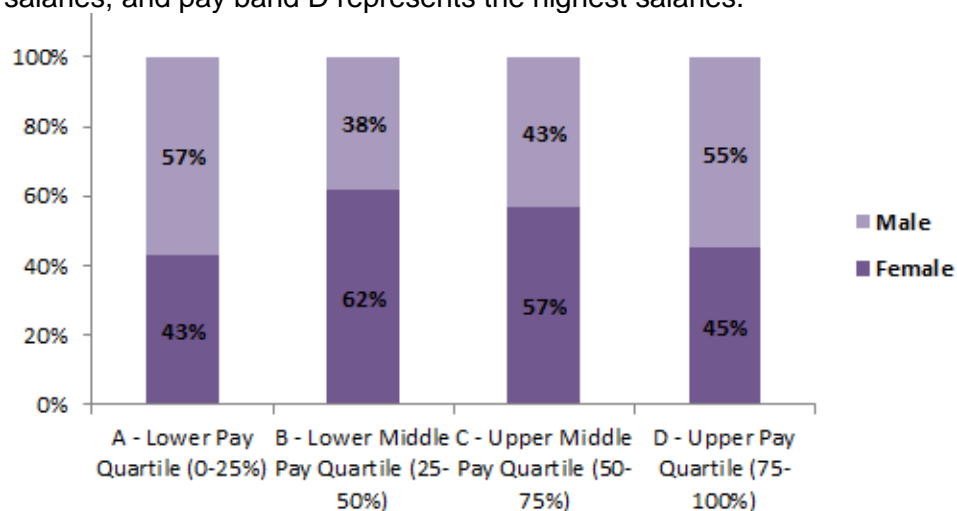
The mean gender pay gap for the Council is 4.6 %



Hinckley and Bosworth Gender Pay Gap	Mean Hourly Pay 31 March 2017	Mean Hourly Pay 31 March 2018
Female	£12.39	£12.92
Male	£12.94	£13.55
Pay Gap	4.3%	4.6%

Hinckley and Bosworth Pay Quartiles by gender at the 31 March 2018

This chart shows the proportion of male and female "full-pay relevant employees" in each of four pay bands, Referred to as quartiles, where pay band A represents the lowest salaries, and pay band D represents the highest salaries.



Gender Pay Gap by Quartiles

BAND	Quartile	Female	Male	Median Pay Gap	Mean Pay Gap
A	Lower Pay Quartile (0-25%)	43%	57%	0	-2.1
B	Lower Middle Pay Quartile (25-50%)	62%	38%	0	-1.5
C	Upper Middle Pay Quartile (50-75%)	57%	43%	0.3	-1.5
D	Upper Pay Quartile (75-100%)	45%	55%	5	5.5

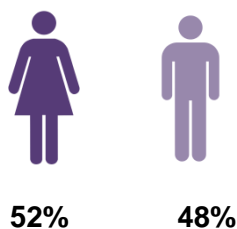
Gender Pay Gap - Workforce Profile

Nationally, Local Government employs over 1.5 million people, 78% of whom are women.

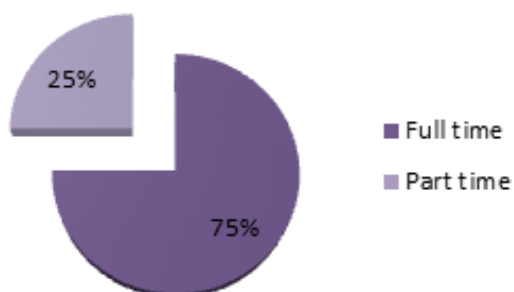


At Hinckley and Bosworth our workforce demographic is more proportional than the national position but still highlights some gender variances in working hours, contract type and occupation that may have an influence on the gender pay gap at the council.
On the 31 March 2018 our employee profile was:

Gender:



Full time and Part time staff:



Average Weekly Hours (nearest whole number):



Full Time Gender Ratio:**Part Time Gender Ratio:**

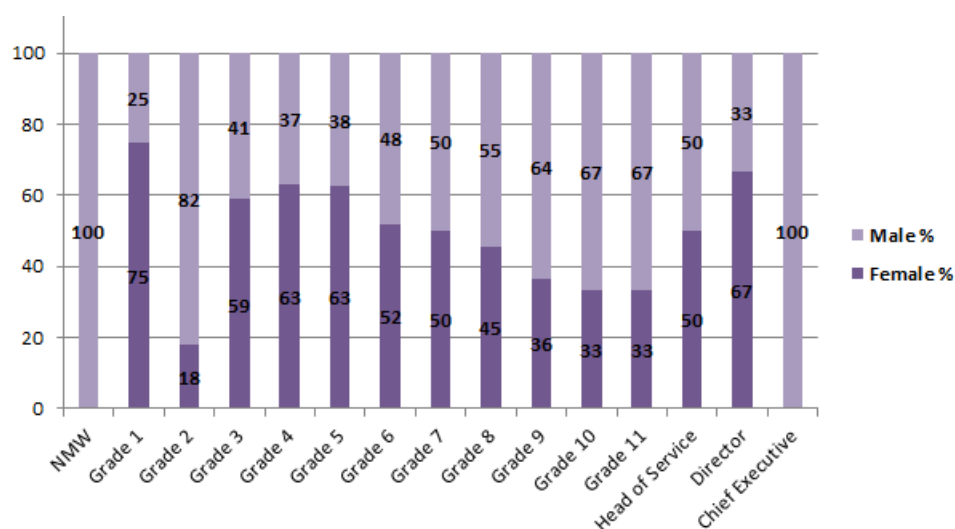
The above data highlights that whilst we have a proportional workforce and high full time working, women work less hours on average (32 hours per week) and in more part time positions (80%).

Strategic Leadership Team Gender Ratio:

We have a male chief executive, out of 4 posts in our strategic leadership team, 2 of our Directors are female

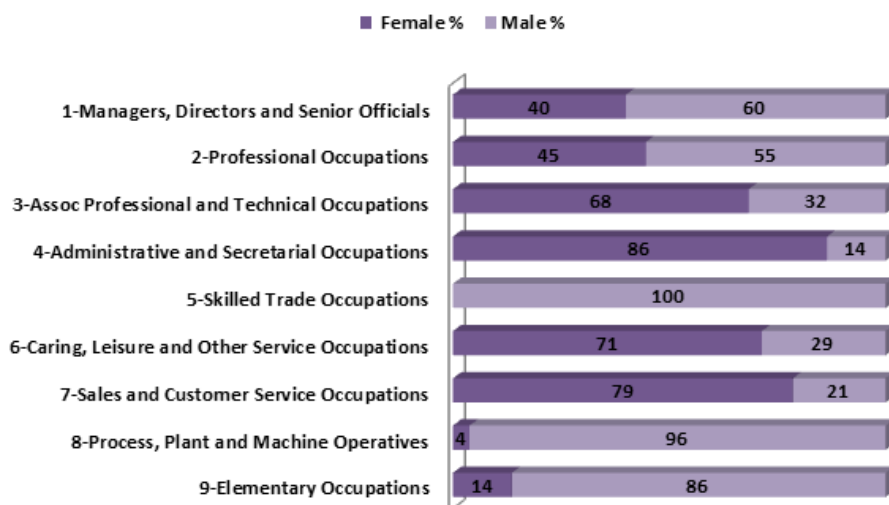
**Gender distribution across the workforce by grade**

The below highlights a higher proportion of men in in Grades 7 to 11



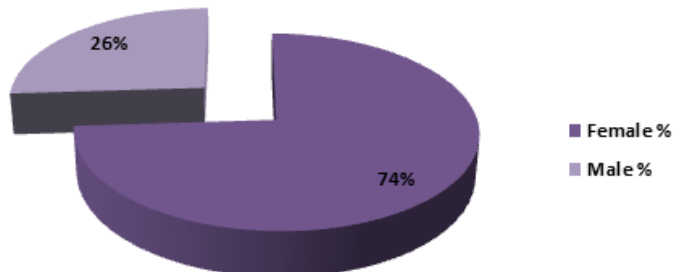
Gender distribution across the workforce by occupational group

The below shows a higher proportion of men employed in manager, professional, skilled trade (electrician, carpentry), process, plant and machine (waste management driver, grounds maintenance) and elementary occupations (refuse loader).



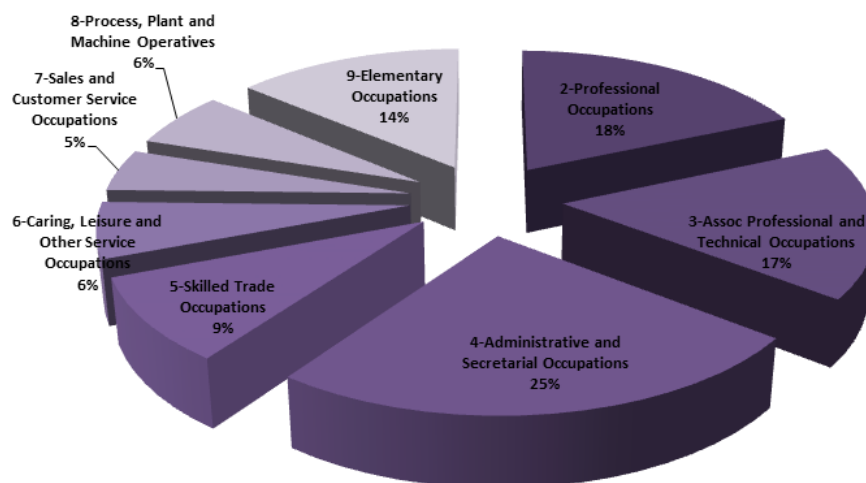
Flexible Working

We have a total of 53 flexible workers, 13% of the workforce, of which 74% are female.



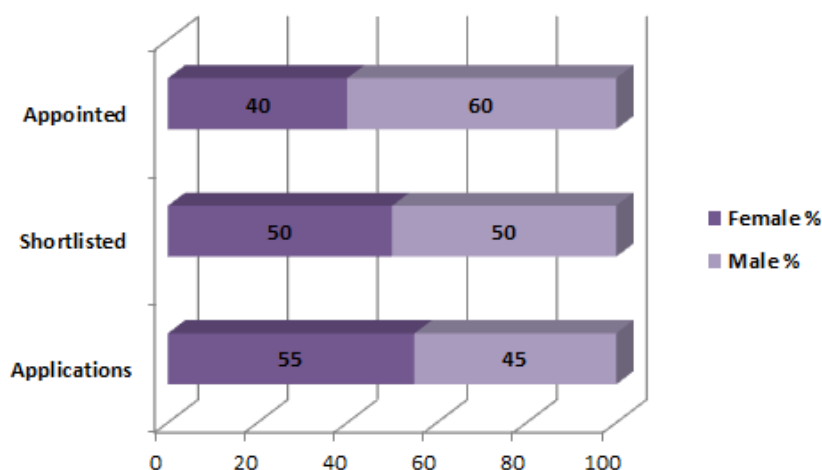
Recruitment campaigns by occupational group

29% of leavers in 2017/18 were across skilled trade, elementary and process, plant and machine operatives which employ more male employees.



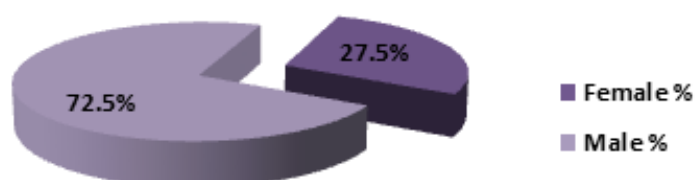
Gender distribution of recruitment applicants in 2017/18

In 2017/18 55% of applicants were female, 50% of shortlisted applicants were female and 40% of appointed applicants. The lower percentage of women appointed to roles however has been influenced by the type of position recruited with 23% of vacancies in skilled trade or elementary occupations which tend to attract more male applicants.



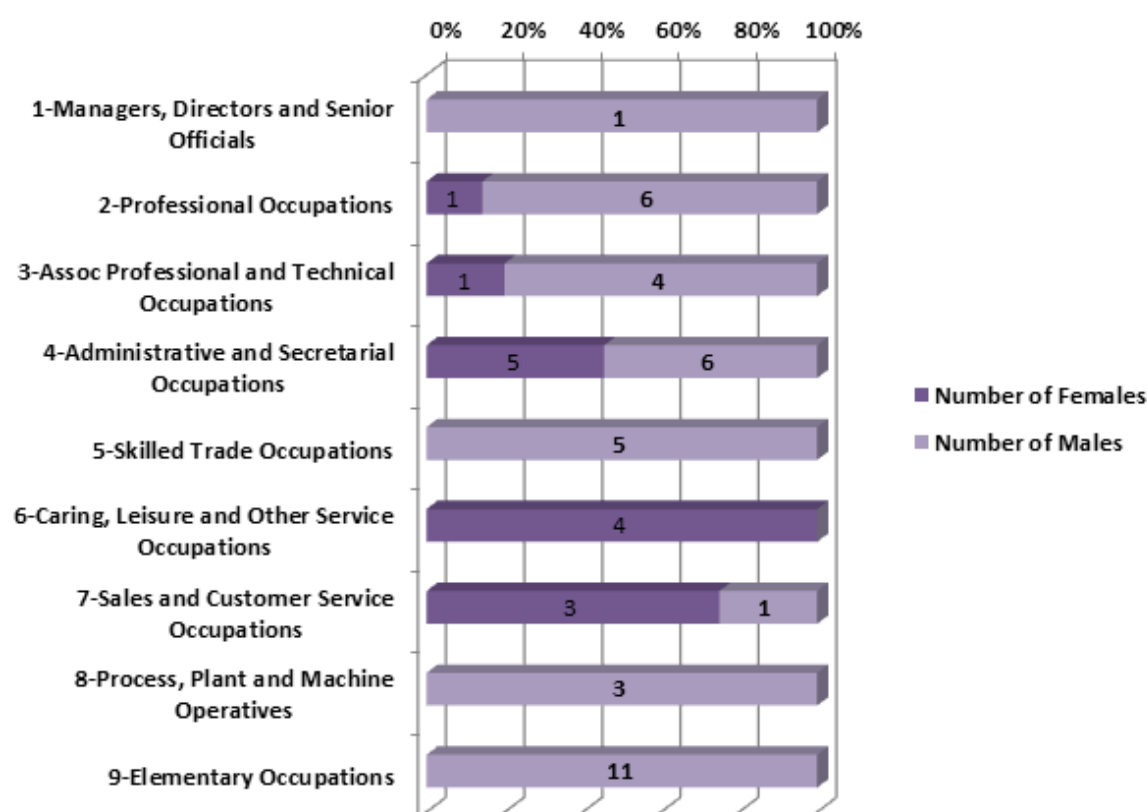
Gender Distribution of Leavers in 2017/18

We had a total of 51 leavers, a turnover rate of 12.6%, of which 27.5 were female.



The proportion of men leaving the council was 72.5% and only 27.5% female, of all leavers 72.5% were due to resignation. The higher proportion of men is consistent with the recruitment campaigns across occupational groups and leavers (shown below).

Gender distribution of leavers and number of leavers by occupational group



Gender Pay Gap Assessment

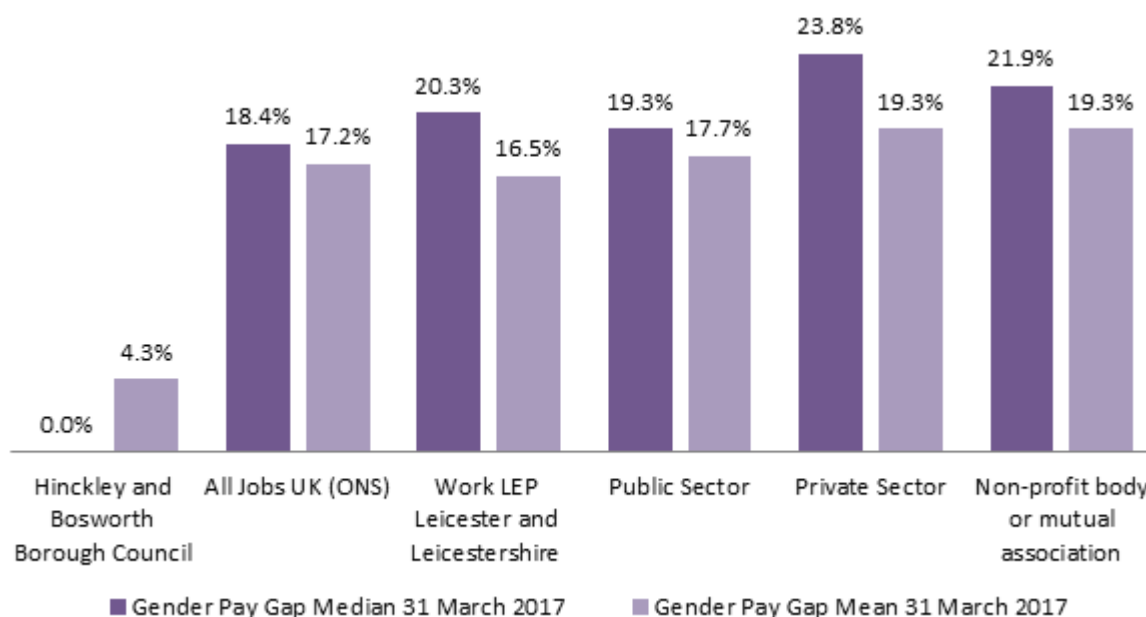
The council's mean and median gender pay gaps compare favourably with the national picture in the public sector and private sector.

The council's mean pay gap is 4.6%. Public sector employers have a mean pay gap of 19.3% and the private sector is 19.3% (ONS, 2018).

The council's median gender pay gap is 2.5%. The median gender pay gap in the public sector nationally is 19.3% and the private sector is 23.8% (ONS, 2018).

All organisations subject to the regulations had published the relevant data by 1 August 2018 (and 94% had done so by the deadline for submission). Over three quarters (77%) of organisations reported a median gender pay gap in favour of men; 14% in favour of women; and in 9% of cases there was no reported median gender pay gap. (Equality and Human Rights Commission, 2018)

Gender Pay by Sector on 31 March 2017 (ONS, 2018)



The council is confident that its gender pay gap does not stem from paying men and women differently for the same or equivalent work. Rather its gender pay gap is the result of the roles in which men and women work within the council and the salaries that these roles attract.

Workforce profile data at Hinckley shows a higher proportion of women (80%) (compared to men) working part-time, 75% of flexible workers are female, a higher proportion of women in administration roles (86%) and in customer service roles (71%). The council has a lower representation of women between salary grades 6 and 11 and we do not have any women employed in skilled trade occupations.

Across the UK economy as a whole, men are more likely than women to be in senior roles (especially very senior roles at the top of organisations), while women are more likely than men to be in front-line roles at the lower end of the organisation. Women are also more likely than men to have had breaks from work that have affected their career progression, for example to bring up children. They are also more likely to work part time, and many of the jobs that are available across the UK on a part-time basis are relatively low paid.

This can be seen above in the table depicting pay quartiles by gender. This shows the council's workforce divided into four equal-sized groups based on hourly pay rates, with Band A including the lowest-paid 25% of employees (the lower quartile) up to D covering the highest-paid 25% (the upper quartile).

Each band shows variances. 43% of the employees in band A are women and 57% men. The pay gap in this band is due to occupational segregation as manual worker roles are typically male dominated. Conversely, the percentage of male employees is lower in band B at 38% and band C at 43%. This is higher in the highest pay band D where 55% are male compared to 45% female.

What is the council doing to address its gender pay gap?

Whilst the council's gender pay gap compares favourably with that of the public sector generally and the whole UK economy this is not a subject about which the council is complacent and the organisation is committed to seeking to reduce the current gender pay gap further, particularly within the quartiles.

However, we also recognise that our scope to act is limited in some areas - for example we have no direct control over the subjects that individuals choose to study or the career choices that they make.

To date, the steps that the council has taken to promote gender diversity in all areas of its workforce include the following:

- Encouraging women into senior roles and this is demonstrated through the gender profile of the Strategic Leadership Team which is split 50% male and female
- Flexible working arrangements are available to help both men and women balance domestic and work/career commitments in a way which works for them and Hinckley and Bosworth. This is firmly embedded within the culture. Currently 13% of the council's workforce has a flexible working contract; of which 74% are female.
- Hinckley and Bosworth actively encourages a healthy work life balance and promotes a flexible approach to work to accommodate this is indicated in the high level of part-time working in the Council (25%), take up childcare vouchers and staff returning from maternity and paternity leave.
- We provide a range of training opportunities through e-learning which enables greater access and availability for staff.
- We have increased our numbers of apprentices, work experience and other educational outreach schemes with schools, colleges and universities.

Creating an evidence base

To identify any barriers to gender equality and inform priorities for action, the council annually monitors gender to understand:

- the proportions of men and women applying for jobs and being recruited;
- the proportions of men and women applying for job
- the proportions of men and women leaving the council and their reasons for leaving;
- the numbers of men and women in each role and pay band;
- take-up of flexible working arrangements by gender and level within the council;
- the proportion of men and women who return to their original job after a period of maternity or other parental leave; and
- impact assessing all relevant HR policies and procedures
- Any further initiatives launched throughout the year will be reported on the council's intranet.

Actions to reduce the Gender Pay Gap

The Equality & Human Rights Commission (EHRC) reports 'Fair Opportunities for All - A strategy to reduce pay gaps in Britain' (2017) and 'Closing the gender pay gap' (2018) set out various recommendations to take action to reduce gender pay gaps. These include:

2017

- Unlock the earning potential of education by addressing differences in subject and career choices, educational attainment and access to apprenticeships
- Improve work opportunities for everyone, no matter who they are or where they live
- Make jobs at all levels available on a flexible basis
- Encourage men and women to share childcare responsibilities
- Reduce prejudice and bias in recruitment, promotion and pay decisions
- Report on progress in reducing pay gaps

2018

- introducing and promoting flexible working at all levels
- increasing the use of shared parental leave
- addressing bias in bonus pay and performance-related pay
- addressing bias in recruitment, development and promotion decisions
- understanding or use of positive action measures
- undertaking an equal pay audit, and
- demonstrating a commitment to developing a talent pipeline through apprenticeship or other educational outreach schemes with schools, colleges and Universities.

To support these recommendations the council is committed to closing the gender pay gap and will undertake the following:

- Annual report on progress and the gender pay gap
- Continue existing good practice to take a fair and consistent approach to pay and grading through a robust pay policy, audit and job evaluation, in conjunction with trade unions
- Continue to remain with national NJC Pay rates and recommendations
- Continue to embed, support and promote flexible working and positive work life balance initiatives across the council
- Continue to monitor the recruitment and selection for any discrimination, prejudice or bias
- Ensure fair and transparent recruitment processes, promotion and decision making that encourages equality of opportunity
- We are committed to developing a talent pipeline for new recruits and career progression opportunities and development support for all employees
- Ensure job opportunities, apprenticeships, work experience or other educational outreach schemes with schools, colleges and universities tackle stereotypes and encourage wider subject and career choices for women

- Consider ways to improve the participation and progression rates of under-represented groups

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**Hinckley & Bosworth
Borough Council**

FORWARD TIMETABLE OF CONSULTATION AND DECISION MAKING

SCRUTINY COMMISSION

18 JULY 2019

WARDS AFFECTED: ALL WARDS (Hinckley)

RETENTION OF BLOCK C AND POTENTIAL IMPACT ON MTFS

Report of Head of Finance (\$151 Officer)

1. PURPOSE OF REPORT

- 1.1 To inform members of the potential impact of the decision to retain block C at the Crescent site.

2. RECOMMENDATION

- 2.1 To note impact and potential savings or extra income needed
- 2.2 To consider the potential use of capital receipts and reserves use to off set the impact of the decision to retain Block C.

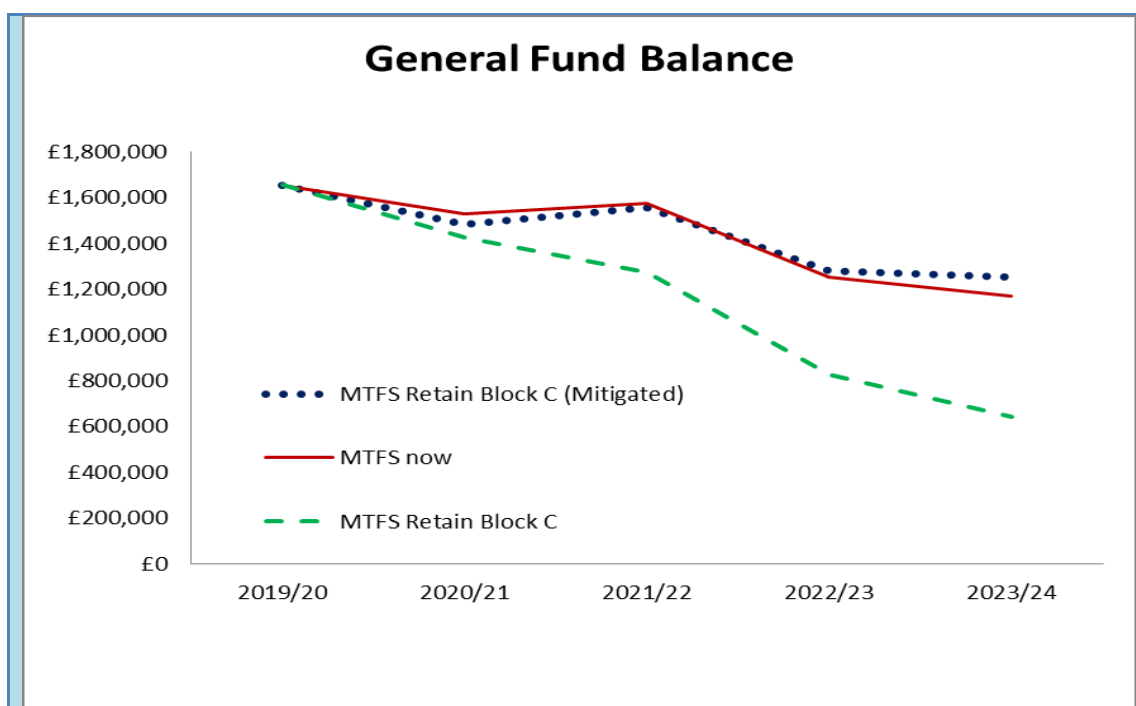
3. BACKGROUND TO THE REPORT

- 3.1 The Council in 2013 agreed to back an £80m regeneration scheme as part of its vision to redevelop the former bus station site. This included entering into a development agreement with Tin Hat Partnership to secure the completion of the whole scheme, including supermarket, shops, car park, bus station, cinema and family restaurants and public realm improvements. To ensure this development went ahead the Council invested £4.5m in the purchase of Block C, a multiple unit retail site. In addition, the business rate gain in ensuring development of the whole site was considered at the time as generating an additional £377,000 of business rate growth to the Council.
- 3.2 To this end the Council has achieved its primary aim of redevelopment and regeneration of this former rundown area of the town centre. The Crescent is a major shopping and leisure scheme that formed part of a comprehensive regeneration plan to transform the former rundown bus station site. Since its completion in October 2015 it has proved a major success transforming the town centre and introducing a range of family entertainment uses including a new cinema and family-orientated restaurants, new retail units including a major Sainsbury's superstore, over 500 car-parking spaces

and a new bus station facility. Further information on the original purchase costs and current rental performance is given in appendix 3.

- 3.3 On the 21 May 2019, the decision to retain Block C was agreed at Council via a Member proposed motion. The key basis and rationale for retaining block C in Council ownership by the current Administration are as follows:
- The units in 'Block C' currently continue to bring an income in to the Council of over £336,000 per annum, with a net return before interest of £117,691
 - This will signal the Council's unequivocal commitment to Hinckley town centre as a key retail and leisure destination for local residents and visitors
- 3.4 It has been widely reported that since 2015 local authorities have spent an estimated £800m on acquiring shopping centres in a bid to safeguard and take control of prime commercial assets to underpin confidence in town centres. Therefore, HBBC is not alone in having such assets. As well as bringing benefits to these areas, there are also ongoing risks for councils associated with such investments. These are included in section 9 below.
- 3.5 This report considers the impact of that decision on the MTFS and the potential mitigating strategy to address that impact.
- 3.6 The affect on the General Fund Balance, before any mitigating actions are taken, over the life of the MTFS is noted in table 1 and accompanying graph below. The cause of the change is due to having to fund the crematorium project from a £4m loan as opposed to the capital receipt from the sale of Block C and the impact of slippage by 4 months on the delivery start time for the crematorium to become operational. As the sale is not happening, this slippage only makes about £20,000-£25,000 difference in 2020/21 post the decision to keep, but £125,000 difference on the previous MTFS agreed in February. Therefore £100,000 of pressure now faced is due to slippage on the operational start date and not the decision to retain Block C.

Table 1 GF balance	2019/20	2020/21	2021/22	2022/23	2023/24
MTFS now	1,651,887	1,529,004	1,575,073	1,249,475	1,167,841
MTFS Retain Block C	1,651,887	1,423,463	1,271,375	826,484	641,864
MTFS Retain Block C (Mitigated)	1,651,887	1,482,138	1,554,262	1,279,398	1,251,193
GF balance	2019/20	2020/21	2021/22	2022/23	2023/24
MTFS now	15.26%	15.06%	15.03%	11.47%	10.17%
MTFS Retain Block C	15.26%	14.02%	12.13%	7.59%	5.59%



3.7 In order to return the MTFS to a similar level of general fund performance as the original MTFS, two key areas can be used to address the pressure created in a full refresh MTFS. These include a review of:

- the assumptions for income generation from the crematorium
- the use of reserves and capital receipts

3.8 A full refresh of the MTFS would also consider opportunities for other commercial and income generation opportunities. These areas will be reviewed more fully when the MTFS refresh is completed and have not been modelled in this interim report which is limited to the issues surrounding the retention of Block C

Mitigation actions suggested

Number of Cremations

3.9 The Model used currently assumes through put will commence at 700 cremations in the first year, growing by 1% annually. This could be modelled at 800 cremations as opposed to 700 in year 1, which does not seem unreasonable based on local comparisons with other crematoria (appendix 2). This would be based on internal opinion and not based on independent external consultant advice, so may need to be confirmed as achievable. Under the current model 800 cremations will be achieved after 15 years. The maximum operating capacity of the cremator is 1,200 cremations a year, hence 800 cremations is within operational capacity. This changed assumption would increase forecast net returns by £442,000 over the 5 years of the MTFS.

Use of Capital Receipts and Reserves

3.10 It is the cost of servicing a loan of £4m that reduces the return from the crematorium project, therefore reducing this cost would increase the return generated. The cost of the loan could be reduced by using capital receipts and underspends, plus earmarked reserves to help fund the cost of purchase. There is £1.2m of capital receipts that

could be used to offset the loan costs. This could be increased by further use of earmarked reserves of £850,000 noted in the table below.

Table 4: Reserve		£
Hub Future Rental Management Reserve		400,000
Uncommitted Hinckley Community Development Fund		200,000
Uncommitted Developing Communities Fund		200,000
Other reserves		50,000
Total		850,000

3.11 If this is agreed, the loan required based on current expectations, would be reduced to £2,000,000. A further £50,000 from other reserves will need to be released in 2020/21 to support the general fund balance. This brings the total use of capital receipts and reserve use to £2,050,000. This would generate a further £765,000 of net return of the 5 years of the MTFS.

3.12 This does mean of course that £2,050,000 from earmarked reserves and capital receipts will not be available for other areas and will be used prior to any indication of how we will be affected by the fair funded review. However, they are being used to generate future higher returns. This use of capital receipts and earmarked reserves should increase the net return from the crematorium by £153,000 per year, which represents a 7.7% rate of return. However, if used for this purpose, other areas of potential use will be foregone. In addition, other decisions that may reduce income significantly or increase costs will need to be delayed until it is clearly demonstrated they are affordable.

Combined increase in cremations and use of capital receipts and reserves

3.13 In order to bring the MTFS performance to a similar slightly improved position, the increased cremations and use of capital receipts and reserves would have to be approved. If this were done, the profile would be as noted in the table below, which is at over 15% for three of the 5 years.

Table 6	2019/20	2020/21	2021/22	2022/23	2023/24
GF balance					
MTFS now	1,651,887	1,529,004	1,575,073	1,249,475	1,167,841
MTFS Retain Block C	1,651,887	1,532,138	1,604,262	1,329,398	1,301,193
GF balance	2019/20	2020/21	2021/22	2022/23	2023/24
MTFS now	15.26%	15.06%	15.03%	11.47%	10.17%
MTFS Retain Block C	15.26%	15.09%	15.31%	12.21%	11.34%
Increase	0.00%	0.03%	0.28%	0.74%	1.17%

3.14 If cremations do commence at 700 in the first year and grow at 1% as modelled, then the pressure on reserves to bring the profile of the MTFS general fund balance onto a similar forecast to the current MTFS, would be an extra £190,000. This would bring the total use of capital receipts and reserves to £2,190,000. This could be done if a further £190,000 was used for this purpose. This risk could be covered from the Developing Communities Fund (DCF) reserve. This would mean that £390,000 had been taken out of the DCF reserve and would require a significant curtailment of phase 2 of the DCF scheme

Other considerations

- 3.15 There is a high risk that another unit will soon become empty, if we assume a loss of rental for one year, and that the council will become responsible for business rates, this would be a pressure of £30,000 of lost rent and £7,500 of business rates for the first year. The business rate charge would double if the unit were empty for longer than one year, as we would not get empty property relief in subsequent years. There would also be a service charge of £7,200 falling on the Council. This has not been included in the calculations in this report as it is anticipated that the unit may be re-let with only one-year's loss of rental, which would be absorbed by the asset management reserve. See Appendix 3, "Current Rental position and Analysis," for further risk analysis on rentals.
- 3.16 There is always a risk the Crematorium costs may be different to that currently planned due to changes, if needed, to the business plan, or the way in which the project is delivered. In this case, the return may be lower than expected. Therefore, forecast performance is not guaranteed, but what is currently planned using the current model of developed and run by the Council. Other factors could also reduce the return from the Crematorium. For example, if cremations numbers take longer to reach planned levels at the site, then this will mean the net return will be lower than budgeted in the forecasts used in this report.
- 3.17 There are other potential areas that could help address the MTFs pressure. These are:
- The negotiations with the LLEP in relation to the Business rates agreement, may lead to increased income.
 - There is a £500,000 gain from being in the business rate pilot that may lead to savings once what it will be used for is decided, and.
 - There is the potential to consider changes to our investment policy to see if higher returns can be obtained from longer term investment.
- 3.18 These will be considered as part of the MTFs refresh and have not been reflected in the considerations and calculations above.

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

- 4.1 None

5. FINANCIAL IMPLICATIONS [AW]

- 5.1 Contained within the body of the report.

6. LEGAL IMPLICATIONS [MR]

- 6.1 The MTFs provides the foundations to allow the Council to meet its statutory obligations in accordance with Section 32 of the Local Government Finance Act 1992 and section 25 of the Local Government Act 2003. The Council has a statutory requirement to set a budget for each financial year and approve the MTFs, including a three year capital programme.

7. CORPORATE PLAN IMPLICATIONS

- 7.1 The additional funding will help to deliver Corporate Plan priorities.

8. CONSULTATION

8.1 None needed

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
The Council's decision to purchase Block C was to ensure regeneration of the town centre, continued ownership does bring with it risks similar to having entered into commercial investment in retail units. These risks are a declining high street as the primary shopping experience, volatile and intermittent income stream and ongoing property owner costs.	Report at least annually, and by exception as needed, a review of the finances of Block C to the Executive, and the Finance and Performance Scrutiny Committee to ensure ongoing investment is monitored. There will also be an annual review of MTFS based on range of options to be considered by Scrutiny and Council to cover any potential pressures on the general fund and how they can be addressed.	A.Wilson

10. CORPORATE IMPLICATIONS

10.1 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: Ashley Wilson x5609
Executive Member: Councillor Keith Lynch

Appendix :MTFS comparison

As per current MTFS					
	2019/20	2020/21	2021/22	2022/23	2023/24
	Forecast	Forecast	Forecast	Forecast	Forecast
Net Service Expenditure	11,384,598	11,082,610	11,406,989	11,344,541	11,664,975
Block C Rentals	28,570	100,810	0	0	0
Crematorium	0	-220,075	-174,304	-17,874	-18,676
All Other net.	-330,558	443,644	111,856	338,308	370,507
NET Borough Budget Requirement	11,082,610	11,406,989	11,344,541	11,664,975	12,016,806
Net reserve/grants unapplied movements	-411,109	-1,131,391	-909,710	-447,850	-456,595
Contribution to/(from) Balances	155,527	-122,882	46,069	-325,599	-81,633
NET BUDGET/FORECAST EXPENDITURE	10,827,029	10,152,715	10,480,901	10,891,526	11,478,578
General Fund balance	1,651,887	1,529,004	1,575,073	1,249,475	1,167,841
	15.26%	15.06%	15.03%	11.47%	10.17%
MTFS No sale of Block C					
	2019/20	2020/21	2021/22	2022/23	2023/24
	Forecast	Forecast	Forecast	Forecast	Forecast
Net Service Expenditure	11,384,598	11,082,610	11,512,530	11,542,698	11,784,268
Block C Rentals/Service charges	28,570	0	-10,417	-22,083	0
Crematorium	0	-13,724	-71,272	-74,655	-34,981
All Other net.	-330,558	443,644	111,856	338,308	370,507
NET Borough Budget Requirement	11,082,610	11,512,530	11,542,698	11,784,268	12,119,793
Net reserve/grants unapplied movements	-411,109	-1,131,391	-909,710	-447,850	-456,595
Contribution to/(from) Balances	155,527	-228,424	-152,088	-444,891	-184,620
NET BUDGET/FORECAST EXPENDITURE	10,827,029	10,152,715	10,480,901	10,891,526	11,478,578
General Fund balance	1,651,887	1,423,463	1,271,375	826,484	641,864
	15.26%	14.02%	12.13%	7.59%	5.59%
Difference	0.00%	-1.04%	-2.90%	-3.88%	-4.58%

Appendix 2: local cremation rates and fees

Crematoria	2016 Cremations	2017 Cremations	Jan 2017 fee	Jan 2018 fee	total cost
LEICESTERSHIRE					
Countesthorpe	1,462	1,387	£860.00	£900.00	£955.00
(South Leicester)					
Great Glen (Opened March '17)	0	505	£825.00	£845.00	£895.00
Leicester	2,364	2,119	£765.00	£799.00	£799.00
Loughborough	1,695	1,571	£969.00	£1,035.00	£1,035.00
WARWICKSHIRE					
Coleshill (Woodlands)	819	943	£710.00	£710.00	£755.00
Leamington Spa	1,711	1,880	£650.00	£685.00	£685.00
Nuneaton	1,928	1,988	£999.00	£1,070.00	£1,070.00
Rugby (Rainsbrook)	875	871	£775.00	£775.00	£775.00
DERBYSHIRE					
Alfreton (Amber Valley)	1,190	1,346	£770.00	£799.00	£843.00
Chesterfield	2,178	2,339	£690.00	£730.00	£773.00
Derby	2,591	2,652	£697.00	£671.00	£671.00

Appendix 3: Purchase and Rentals

Original purchase decision

- A1.1 The table below gives a summary of the financial position of the council's ongoing investment in Block C, compared to that reported to Council in November 2013 when the scheme was approved, which was £487,250. The view reported to members in November 2013 was that a breakeven rental would be £309,250, excluding Business Rate considerations on the wider development.

Table 7: Comparison of original target/Budget to actual	
Original Target rental Income per year	£487,250
Actual (2018/19)	£331,143
Shortfall	-£156,107
Original Capital Budget approved	£4,500,000
Cost of Block C	£2,090,000
Incentives	£2,603,750
Sub-total	£4,693,750
Spend above original Budget	-£193,750

- A1.2 There has also been a profit share receipt of £718,064 which has not included in the above calculations, as this was related to the sale of the rest of the Crescent site by the partner developer. In July 2013, this had been forecast to be £1,200,000, but the profit made by the developer on their share of the Crescent site was less than anticipated due to changing market conditions.

Current Rental position and Analysis

- A1.3 There are two units that remain unlet, which contributes to the rental shortfall. In addition, overall market conditions have meant rents have been lower than forecast, which means that even when the remaining units are fully let, the maximum rental is now expected to be £396,143. This is £91,107 less than the original target rental of £487,250. Higher incentives have also had to be offered to attract tenants. All increases in budget have been approved by Council and supplementaries raised where needed.
- A1.4 The most recent MTFs measurement of how the investment is performing assumes the current empty units will be let at half their floor area, as there has been problems in letting the whole of the unit space. The interest is the allocation of interest on a £5m loan taken out to contribute to the financing of both the Leisure Centre and Block C; it will not be paid off if the asset is sold, so this interest will continue to be a cost to the general fund. Therefore, it can be disregarded for the purpose of measuring the return from Block C as the keep or sell decision does not change the interest cost to MTFs. These factors are noted in the table below.

Table 8	22018/19 (Actual)	2019/20 (Forecast)	2020/21 (Forecast)	Recurring (Forecast)
Rental	£331,123	£341,560	£363,643	£363,643
MRP	-£135,333	-£135,333	-£135,333	-£135,333
Business Rates empty Units	-£59,900	-£44,925	-£29,950	-£29,950
Service Costs	-£18,200	-£13,650	-£9,100	-£9,100
Return before interest	£117,691	£147,652	£189,260	£189,260
Interest (2.96%)	-£83,000	-£83,000	-£83,000	-£83,000
Return after interest	£34,691	£64,652	£106,260	£106,260

A1.5 The table below gives the position expected currently, due to a unit becoming vacant imminently. This has not been included in the current MTFS.

Table 8a	22018/19 (Actual)	2019/20 (Forecast)	2020/21 (Forecast)	Recurring (Forecast)
Rental	£331,123	£311,560	£363,643	£363,643
MRP	-£135,333	-£135,333	-£135,333	-£135,333
Business Rates empty Units	-£59,900	-£51,925	-£29,950	-£29,950
Service Costs	-£18,200	-£25,500	-£9,100	-£9,100
Return before interest	£117,691	£98,802	£189,260	£189,260
Interest (2.96%)	-£83,000	-£83,000	-£83,000	-£83,000
Return after interest	£34,691	£15,802	£106,260	£106,260

A1.6 The table below gives a best case scenario, with the units having the whole floor let, and all units fully let by 2020/21, and the unit currently becoming empty being re-let within 6 months.

Table 8b	22018/19 (Actual)	2019/20 (Forecast)	2020/21 (Forecast)	Recurring (Forecast)
Rental	£331,123	£326,560	£396,143	£396,143
MRP	-£135,333	-£135,333	-£135,333	-£135,333
Business Rates empty Units	-£59,900	-£51,925	£0	£0
Service Costs	-£18,200	-£25,500	£0	£0
Return before interest	£117,691	£113,802	£260,810	£260,810
Interest (2.96%)	-£83,000	-£83,000	-£83,000	-£83,000
Return after interest	£34,691	£30,802	£177,810	£177,810

- A1.7 The Table below gives the worse case scenario and assume all empty units remain unlet, and Block C makes a recurring loss.

Table 8c	22018/19 (Actual)	2019/20 (Forecast)	2020/21 (Forecast)	Recurring (Forecast)
Rental	£331,123	£301,123	£301,123	£301,123
MRP	-£135,333	-£135,333	-£135,333	-£135,333
Business Rates empty Units	-£60,000	-£66,900	-£73,900	-£73,900
Service Costs	-£18,200	-£25,500	-£25,500	-£25,500
Return before interest	£117,691	£73,391	£66,391	£66,391
Interest (2.96%)	-£83,000	-£83,000	-£83,000	-£83,000
Return after interest	£34,691	-£9,610	-£16,610	-£16,610

- A1.8 The interest is the allocation of interest on a £5m loan taken out to contribute to the financing of both the Leisure Centre and Block C; it will not be paid off if the asset is sold, so this interest will continue to be a cost to the general fund. Therefore, it can be disregarded for the purpose of measuring the return from Block C as the keep or sell decision does not change the interest cost to MTFS.
- A1.9 This calculation ignores inflation or the risk that there will be empty units between lets, or that businesses will fail and not be in place for the whole of their tenure. The information available for business failure rates on the high street is varied, but all indicates a significant pressure, and high failure rates for new start up businesses. This is a significant consideration in terms of considering the medium and longer-term reliability of the income from rents. In addition, it should be noted that many of the Block C units have agreements in place that are for less than 25 years or have break clauses before the expiry of 25 years, see table below. Note, C1 and C2 have not been let and the incentive not used, it currently sits in the Asset Management Reserve if needed.

Table 3 Unit	Terms	As at Nov 2015	Expected/ Current Rent	Incentive	Term	Break clause
C1	Marketing	£85,000	£30,000	£135,000	15yrs	
C2	Marketing	£86,400	£35,000	£150,000	15yrs	
C3/C4	Complete	£67,500	£67,500	£247,500	15yrs	15yrs
C5	Complete	£60,000	£58,543	£210,000	25yrs	15yrs
C6	Complete	£30,000	£30,000	£50,000	25yrs	10yr
C7	Complete	£13,000	£13,000		10yrs	
C8	Complete	£13,000	£13,000		12yrs	
C9	Complete	£17,500	£17,500	£26,250	15yrs	
C10	Complete	£131,600	£131,600	£2,050,000	25yrs	
		£504,000	£396,143	£2,868,750		

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HINCKLEY AND BOSWORTH BOROUGH COUNCIL

FINANCE & PERFORMANCE SCRUTINY

24 JUNE 2019 AT 6.30 PM

PRESENT: Mr P Williams (Vice-Chair, in the Chair)

Mr JMT Collett, Mr SM Gibbens, Mr K Morrell, Mrs LJ Mullaney, Mr MC Sheppard-Bools and Mr R Webber-Jones

Members in attendance: Councillor Mr A Furlong

Officers in attendance: Tan Ashraf, Julie Kenny, Rebecca Owen and Ashley Wilson

39 APOLOGIES AND SUBSTITUTIONS

Apologies for absence were submitted on behalf of Councillors Cope and Ladkin. It was noted that Councillor Webber-Jones would be arriving late.

40 MINUTES OF PREVIOUS MEETING

It was moved by Councillor Morrell, seconded by Councillor Gibbens and

RESOLVED – the minutes of the meeting held on 25 March be confirmed and signed by the chairman.

41 DECLARATIONS OF INTEREST

No interests were declared at this stage.

42 PERFORMANCE AND RISK MANAGEMENT FRAMEWORK END OF YEAR SUMMARY FOR 2018/19

Members were provided with the end of year 2018/19 outturn position for performance indicators, service improvement plans, corporate risks and service area risks. In response to members' questions, the following points were made:

- The number of performance indicators had reduced over recent years as many were no longer mandatory and, as a result, it had become difficult to benchmark against other authorities. It was agreed that a historical report of performance indicators dropped or targets that had been amended would be included the next time this matter was reported
- Targets were generally not reduced or even maintained if they had been achieved
- The number of missed bins would be reported as a percentage in future
- Due to difficulties in recruiting a Building Control Manager, the authority had entered into a shared service with Blaby and Harborough district councils
- Nine of the 20 service improvement plan targets had not met their target date and most would be rolled over to 2019/20
- The Risk Management Strategy was due for review during 2019/20.

A member requested that, as it was difficult to avoid acronyms in such reports, a glossary be provided. It was agreed that this would be considered.

Councillor Webber-Jones entered the meeting at this juncture.

It was moved by Councillor Sheppard-Bools, seconded by Councillor Gibbens and

RESOLVED – the 2018/19 end of year position in relation to performance indicators, service improvement plans, corporate risks and service area risks be noted.

43 FINANCIAL OUTTURN 2018/2019

In presenting the draft financial outturn for 2018/19, the Head of Finance referred to the general fund balance being slightly better than the original budget forecast, with a contribution from balances of £670,437 compared to the budget position of £688,276. This was mainly due to improved business rates retention levels and a lower levy on growth than forecast. This had enabled a contribution to the business rates equalisation reserve of £189,088 compared to an expected use of that reserve of £170,605. Carry forwards and unapplied grants totalling £626,922 were also noted, along with the housing revenue account (HRA) having a slightly lower surplus of £63,205 compared to the £115,304 budget position. This was mainly caused by council tax pressure on Ambion Court which was empty.

It was moved by Councillor Webber-Jones, seconded by Councillor Morrell and

RESOLVED – the report be endorsed and RECOMMENDED to Council.

44 SUNDRY DEBTS - Q4 2018/2019

Members received the position on sundry debts as at 31 March 2019. It was noted that performance had improved from the December 2018 report. It was explained that homelessness debt wasn't vigorously followed up due to the nature of the debt, and aged debt where a payment agreement had been set up was not included in the figures for outstanding debt over 90 days.

It was moved by Councillor Morrell, seconded by Councillor Webber-Jones and

RESOLVED – the report be noted.

45 FINANCE & PERFORMANCE SCRUTINY WORK PROGRAMME

Members gave consideration to the work programme. It was moved by Councillor Gibbens, seconded by Councillor Collett and

RESOLVED – the work programme be noted.

(The Meeting closed at 7.13 pm)

CHAIRMAN

By virtue of paragraph(s) 3, 10 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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