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Hinckley & Bosworth
Borough Council

Bill Cullen MBA (ISM), BA(Hons) MRTPI
Chief Executive

Date: 24 January 2023

To: Members of the Executive

Cllr SL Bray (Chairman)
Cllr DC Bill MBE (Vice-Chairman)
Cllr MB Cartwright
Cllr WJ Crooks

Cllr KWP Lynch
Cllr MT Mullaney
Cllr K Nichols

Copy to all other Members of the Council

(other recipients for information)

Dear member,

There will be a meeting of the **EXECUTIVE** in the De Montfort Suite, Hinckley Hub on **WEDNESDAY, 1 FEBRUARY 2023 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

Fire Evacuation Procedures

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- *There are two escape routes from the Council Chamber – at the side and rear. Leave via the door closest to you.*
- Proceed to **Willowbank Road car park**, accessed from Rugby Road then Willowbank Road.
- **Do not** use the lifts.
- **Do not** stop to collect belongings.

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Members of the public, members of the press and councillors are hereby informed that, in attending the meeting, you may be captured on film. If you have a particular problem with this, please contact us so we can discuss how we may accommodate you at the meeting.

Use of mobile phones

To minimise disturbance to others attending the meeting, please switch off your phone or other mobile device or turn it onto silent or vibrate mode.

Thank you

EXECUTIVE - 1 FEBRUARY 2023

A G E N D A

1. **APOLOGIES**

2. **MINUTES (Pages 1 - 2)**

To confirm the minutes of the meeting held on 28 September 2022.

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. **ISSUES ARISING FROM OVERVIEW & SCRUTINY**

(If any)

7. **ADDITIONAL SUPPLEMENTARY BUDGET REQUEST FOR SOCIAL SERVICE ADAPTATION WORKS (Pages 3 - 6)**

To seek approval for a supplementary budget for social service adaptations in council-owned properties.

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

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HINCKLEY AND BOSWORTH BOROUGH COUNCIL

EXECUTIVE

28 SEPTEMBER 2022 AT 6.30 PM

PRESENT: Cllr SL Bray - Chairman
Cllr DC Bill MBE – Vice-Chairman
Cllr MB Cartwright, Cllr WJ Crooks, Cllr KWP Lynch, Cllr MT Mullaney and
Cllr K Nichols

Officers in attendance: Bill Cullen, Julie Kenny, Steven Merry, Rebecca Owen
and Sharon Stacey

156. **Minutes**

It was moved by Councillor Cartwright, seconded by Councillor Nichols and

RESOLVED – the minutes of the meeting held on 13 April be confirmed as a correct record and signed by the chairman.

157. **Declarations of interest**

No interests were declared.

158. **Discretionary business rates relief - pop up shops**

The Executive considered a report which proposed a discretionary policy for business rates relief on pop-up shops in the Hinckley Business Improvement District (BID) area. It was intended that vacant units in Hinckley town centre be used for this purpose and that the initiative would support small businesses developing opportunities to take up more permanent retail premises to benefit the town centre. It was moved by Councillor Lynch, seconded by Councillor Bill and

RESOLVED – the pop-up business rates relief policy be approved.

159. **Matters from which the public may be excluded**

On the motion of Councillor Bray seconded by Councillor Cartwright, it was

RESOLVED – Under section 100A(4) of the Local Government Act 1972 and in accordance with regulation 21(1)(A) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000, the public be excluded from the following item of business on the grounds that it involves the disclosure of exempt information as defined in paragraphs 3, 5 and 10 of Part I of Schedule 12A of that Act.

160. **Supplementary budget request**

Members received a report which sought approval of a supplementary budget request in order to support a judicial review. It was moved by Councillor Cartwright, seconded by Councillor Lynch and

RESOLVED –

- (i) The judicial review claim be noted;
- (ii) The supplementary estimate of £40,000 be approved.

(The Meeting closed at 6.40 pm)

CHAIRMAN



Hinckley & Bosworth Borough Council

Forward timetable of consultation and decision making

Executive 1 February 2023

Wards affected: All Wards

Additional Supplementary Budget Request for Social Service Adaptation works

Report of Director Community Services

1. Purpose of report

- 1.1 To inform the Executive of the current financial position, impacting on the ability of Housing Repairs Service to carry out Social Service Adaptations in council-owned properties

2. Recommendation

- 2.1 That the Executive notes the report
- 2.2 That the Executive approves a supplementary budget of £50,000, to enable adaptation works to continue to be carried out, through to the 31st March 2023.

3. Background to the report

- 3.1 The volume of social service recommendations received by Housing Repairs during 2022/23 has exceeded the level of budget ring-fenced to carry out adaptation works. The volume of recommendations received during financial years 2020/21 & 2021/22 was significantly lower than anticipated due to Covid restrictions imposed by Occupational Health. Face-to-face assessments were not carried out during this time. A £100,000.00 underspend from 2021/22 was carried forward to 2022/23 in anticipation of an increase in recommendations being received due to an expected backlog of referrals

- 3.2 In anticipation of an increase in the volume of works needing to be carried out, 2 external contractors were procured by Housing Repairs to effectively double output
- 3.3 The baseline budget of £455,393.00 including the £100,000.00 carry forward from 2021/22 will be fully spent by the 31st January 2023.
- 3.4 Virements totalling £50,000.00 and a supplementary budget of £25,000.00 agreed by the Chief Executive & Section 151 Officer, will also be spent by the 31st January 2023
- 3.5 It is anticipated that adaptation works will have to cease from the end of January 2023, until 2023/24 budgets become available in April despite Housing Repairs being in receipt of Social Service adaptation requests with an estimated value of £320,000.00 as of the 30th November 2022. Further recommendations will continue to be received for the remainder of the financial year.
- 3.6 An increased budget for 2023/24 has been requested to take into account the current backlog of adaptation works

4. Exemptions in accordance with the Access to Information procedure rules

- 4.1 open Session

5. Financial implications [AW]

- 5.1 The supplementary will lead to £50,000 additional expenditure for adaptations that will fall on the revenue account. Without the increase in budget, adaptations will be delayed for individuals in need.

6. Legal implications [MR]

- 6.1 None

7. Corporate Plan implications

- 7.1 The proposals align with the following corporate objective
Place- Improve the quality of existing homes, enable the delivery of affordable housing.

- 7.2 Ensuring residents are able to remain living independently in their homes.

8. Consultation

- 8.1 None

9. Risk implications

9.1 Management of significant (Net Red) risks

Risk description	Mitigating actions	Owner
Adaptation works are not carried out between 31 st January & 1 st April 2023	A further supplementary budget will enable adaption works to continue to be carried out until 1 st April 2023	G Upton
Potential for tenants to not be able to remain in their homes living independently		
Backlog of work will grow increasing the pressure on the 2023/24 budget	Backlog of works does not increase further	
Increase in complaints due to works not being carried out within set timescales	Continuity of workload for contractors maintained	

10. Knowing your community – equality and rural implications

10.1 The proposal outlined will enable the service to continue delivering services effectively across the borough

11. Climate implications

11.1 The Housing Service is committed to delivering its services in line with climate change objectives

12. Corporate implications

12.1 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: Gary Upton
Executive member: Councillor M Mullaney

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