

Public Document Pack



Hinckley & Bosworth
Borough Council

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

Date: **03 September 2024**

To: Members of the Executive

Cllr SL Bray (Chair)
Cllr MC Bools (Vice-Chair)
Cllr MB Cartwright
Cllr WJ Crooks

Cllr L Hodgkins
Cllr KWP Lynch
Cllr MT Mullaney

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, 11 SEPTEMBER 2024 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

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Thank you

A G E N D A

1. **APOLOGIES**

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

To confirm the minutes of the meeting held on 17 July 2024.

3. **ADDITIONAL URGENT BUSINESS BY REASON OF SPECIAL CIRCUMSTANCES**

To be advised of any additional items of business which the Chair 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. **TRADE REQUEST FOR FARE TARIFF INCREASE (Pages 3 - 16)**

Members to consider a request by the Hinckley Area Taxi Association for an increase in the table of fares for hackney carriages

8. **RURAL STRATEGY 2024-2028 (Pages 17 - 20)**

Members to receive the refreshed Rural Strategy 2024 - 2028 for Hinckley & Bosworth

9. **CULTURAL STRATEGY 2024 - 2028 (Pages 21 - 24)**

Members to receive the Cultural Strategy for 2024-28 for Hinckley and Bosworth

10. **SUSTAINABLE PROCUREMENT POLICY (Pages 25 - 36)**

To seek approval of a sustainable procurement policy to support the climate change strategy, promote ethical standards and reduce risk of exploitation in procurement activities.

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

As announced under item 3.

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HINCKLEY AND BOSWORTH BOROUGH COUNCIL

EXECUTIVE

17 JULY 2024 AT 6.30 PM

PRESENT: Cllr SL Bray - Chair

Cllr MB Cartwright, Cllr WJ Crooks, Cllr L Hodgkins, Cllr KWP Lynch and Cllr MT Mullaney

Also in attendance:

Officers in attendance: Bill Cullen, Rebecca Valentine-Wilkinson and Ashley Wilson

54. **Apologies**

Apologies for absence were submitted on behalf of Councillor Bools.

55. **Minutes**

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

RESOLVED – the minutes of the meeting held on 22 May be approved as a correct record.

56. **Declarations of interest**

There were no interests declared at this meeting.

57. **Productivity Plan**

Members received a report to obtain approval of the Council's Productivity Plan which was a requirement from the previous Government for all local authorities to submit to the Department for Levelling Up, Housing and Communities (DLUHC), now the Ministry for Housing, Communities and Local Government (MHCLG) in addition to publicising on the council's website.

During the course of debate the following was noted; the significant reduction (60%) in core government funding support since 2016 taking into account inflation; the fact that the council were one of the lowest funded by government of all district councils nationally.

In a response to a question from members, it was agreed that the impact of government funding reductions and without a positive multi-year financial settlement, this would directly affect the council's ability to deliver a full range of services in the longer term and members asked the Chief Executive and Leader to make representation to Government via the District Council Network (DCN) about the need for improved local government funding.

It was proposed by Councillor Lynch seconded by Councillor Cartwright and

RESOLVED –

- (i) Members approved the Productivity Plan for submission to MHCLG; and
- (ii) Delegated authority was granted to the Chief Executive to update the plan if needed in consultation with the Leader.

58. Matter from which the public may be excluded

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

RESOLVED – in accordance with section 100A(4) of the Local Government Act 1972, 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 9 and 10 of Part I of Schedule 12A of that Act.

59. Westfield Community Centre

Members received a report for a request for further support for Westfield Community Centre.

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

RESOLVED – that members approved a further loan to WCC of £50,000 to support them during the transition period to the closure of their business.

(The Meeting closed at 7.00 pm)

CHAIR



Hinckley & Bosworth Borough Council

Forward timetable of consultation and decision making

Executive 11 September 2024

Wards affected: All wards

Trade Request for Fare Tariff Increase

Report of Director of Environment & Planning

1. Purpose of report

- 1.1 To consider a request by the Hinckley Area Taxi Association for an increase in the table of fares for hackney carriages.

2. Recommendation

2.1 Executive

- (i) Members are recommended to approve taxi trade proposal 2.
- (ii) That any objections received, following the consultation to be referred to a future meeting for discussion.
- (iii) The Licensing Officer be authorised to take the necessary steps to implement the revised tariff change.
- (iv) The taxi trade be promoted and supported at events such as job fairs.

3. Background to the report

- 3.1 The Local Government (Miscellaneous Provisions) Act 1976 allows the council to set the maximum costs and fares that drivers may charge the public for journeys taken in a taxi. In this context “the Council” means the Executive by virtue of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (as amended).

3.2 There are three main practices for setting fares, these are:

- review on application
- assessment purely on basis of application
- assessment by reference to inflation

Outside of London the standard process is for the trade to put forward a proposal to the council and this is either approved or rejected.

3.3 Hinckley and Bosworth Borough Council has received an application from the Hinckley Area Taxi Association for an increase in the table of fares. The Council approved the current fare tariff in 2022. The association has drawn attention in its application to the increase in running costs, the rising price of fuel, car maintenance and the cost of new vehicles and insurance premiums.

3.4 The letter and proposal from Hinckley Taxi Association is shown at Appendix A. The application shows the current and proposed fare structures and detail of how the tariffs are calculated. For ease of use the tables show the cost per mile for tariff 1 (normal time), tariff 2 (time and a half) and tariff 3 (double time).

3.5 The implementation date will be decided once Executive agree in principle to the request to increase the fare structure. At that point the proposal will have to be advertised in a local newspaper. Should any objections be received then the council must consider them at a future meeting.

3.6 Hinckley & Bosworth Borough Council is placed 266 out of 364 in the national table of fares published by National Taxi & Private Hire Association.

Table A Local Authority Comparison Table

League Position	Local Authority	Tariff 1 2-mile fare	Last Increase
143	Nuneaton & Bedworth Borough Council	£ 7.25	2023
170	Harborough District Council	£ 7.09	2022
266	Melton Borough Council	£ 6.40	2021
60	Coventry City Council	£ 8.00	2022
157	West Northants District Council	£ 7.20	2022
222	Charnwood Borough Council	£ 6.75	2022
97	Leicester City	£ 7.60	2024
168	Rugby Borough Council	£ 7.10	2022
266	Hinckley & Bosworth Borough Council	£ 6.40	2022
303	North West Leicestershire District Council	£ 6.00	2022
227	Blaby District Council	£ 6.70	2022
231	Oadby & Wigston	£ 6.70	2023

4. Proposal from Hinckley Taxi Association

- 4.1 The taxi trade's proposal (1) for Tariff 1 (normal time) from £ 2.80 to £ 3.20 and Tariff 2 (time and a half) from £ 4.20 to £ 4.80 and Tariff 3 (double time) from £ 5.60 to £ 6.40
- 4.2 The taxi trade's proposal (2) Tariff 1 (normal time) from £ 2.80 to £ 3.40 and Tariff 2 (time and a half) from £ 4.20 to £ 5.10 and Tariff 3 (double time) from £ 5.60 to £ 6.80
- 4.3 Table B provides shows the current tariff set and two proposals to uplift the tariff as proposed by Hinckley Taxi Association.

Table B Summary of proposed increases per Tariff

Taxi Fare				
		Current	Proposal 1	Proposal 2
Tariff 1		£2.80	£3.20	£3.40
Tariff 2		£4.20	£4.80	£5.10
Tariff 3		£5.60	£6.40	£6.80

5. The Power of the Authority to Set Fares

- 5.1 Local licensing authorities have the power to set taxi fares, and most do so. There is no power to set Private Hire Vehicle fares. In reviewing the tariff fare scales, the Department for Transport suggests that local authorities should pay particular heed to the needs of the travelling public, with reference both to what it is reasonable to expect people to pay but also to give taxi drivers sufficient incentive to provide a service when it is needed. There may well be a case for higher fares at times of higher demand.
- 5.2 Taxi fares are a maximum, and in principle are open to downward negotiation between passenger and driver. It is not good practice to encourage such negotiations at rank, or for on-street hailing's; there would be risks of confusion and security problems. But local licensing authorities can usefully make it clear that published fares are a maximum, especially in the context of telephone bookings, where the customer benefits from competition.
- 5.3 Hackney carriages have taximeters fitted that are calibrated and sealed. It is not a requirement for private hire vehicles to have meters, although some proprietors choose to install them. There are a number of makes and models of taximeters in use and they must all comply with the Measuring Instruments (Taximeters) Regulations 2006. Whilst meters will vary in sophistication, all are designed to calculate fares by measuring distance and time and will

display the incrementally increasing charge as the journey continues and will exhibit the total amount to be paid when the destination is reached.

- 5.4 Taxi fare regulation provides certainty and is intended to protect consumers from overcharging whilst still allowing flexibility for discounting. The Office of Fair Trading has declared that competition should remain on fares and have issued guidance that warns against the formation of cartels.
- 5.5 The setting of hackney carriage fare fees needs to be conducted in accordance with legislative provisions. If it can be shown that the legislation has not been followed, then the Council may be at risk of judicial review by anyone affected by the decision.

6. Scale of Fees

- 6.1 The methods by which the scales may be varied are:
- vary charge for initial drop
 - vary charge for subsequent yardages
 - vary distance travelled for initial drop, subsequent yardage or both
 - vary the 'extra charges'
- 6.2 Section 65 of the Local Government (Miscellaneous Provisions) Act 1976 states that a district council may fix the rates or fares within the district both for time and distance, (along with all other charges in connection with the hire of a hackney carriage) and sets out the process. The fee setting process can be lengthy (from the date the Council agree a new tariff to the date vehicle meters are updated and the new tariff comes into force) due to the need to advertise any variations to the fare scale and consider any objections, but it does give the public the opportunity to comment. There is also a cost involved in the advertising of the changes.
- 6.3 Once the fares have been set, the meter should be set to the approved rate and it is an offence to charge more than the fare shown on the meter.

Licensing Committee

- 6.4 The Licensing Committee considered the trades request for an increase in the table of fares. The Licensing Committee recommends the Executive approve taxi trade proposal 2 for all tariffs.

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

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

8. Financial implications [MT]

- 8.1 There are no financial implications arising for the Council from the above proposal.

9. Legal implications [ST]

9.1 Contained within the body of the report.

10. Corporate Plan implications

10.1 A well regulated and enforced taxi service provides reassurance to the public and will contribute to protect people from harm under the People priority. A taxi fleet which is adequately rewarded provides a good level of service for residents and local business assisting economic growth by providing new jobs in the borough supporting the Prosperity priority.

11. Consultation

11.1 If new table of fares is approved the table must be published in a local newspaper giving at least 14 days for objections to be received. If objection is duly made and is not withdrawn, the council shall set a further date, not later than two months after the first specified date, on which the table of fares shall come into force with or without modifications as decided by them after consideration of the objections.

12. Risk implications

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

12.2 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.

12.3 The following table shows the risks associated with this report /decisions:

Reputation from negative press coverage from enforcement	Ensure enforcement carried out competently and proportionately and in accordance with the policy.	Mark Brymer
A fare increase may have a detrimental effect on public use.	The Council determine the correct course of action.	Mark Brymer

13. Knowing your community – equality and rural implications

13.1 Taxis provide an increasingly important transport option for disabled people. Increases in fares will affect those sections of the community where such transport costs are a significant percentage of their income. Where public transport is not provided or regular, taxis may be the only public transport option for residents in the more remote villages. This can be a significant additional cost for living in rural locations

14. Climate implications

14.1 There will be no additional climate implications as a result of this decision.

15. Corporate implications

15.1 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
- Planning implications
- Data protection implications
- Voluntary sector

Background papers:

The Local Government (Miscellaneous Provisions) Act 1976

The 1847 Town Police Clauses Act

Application from the Hinckley Area Taxi Association for increase in fare tariff

Contact Officer: Mark Brymer, ext. 5645

Executive Member: Councillor MB Cartwright

Hinckley Area Taxi Association

17 Shenton Road Barwell Leicestershire LE9 8AR

07721426630

Dear Mark Brymer

I am writing to you regarding consultations I've had with the trade for some time regarding putting an application forward for a tariff increase for the Hackney and private hire taxi trade, within the Hinckley and Bosworth area, who have not had a rise since 2021.

The reason for this is obviously the cost of living crisis. Offices are costing more to keep open and just keeping the lights on and paying for the essential running costs have gone through the roof, meaning that some companies are choosing to work from home in non-peak times and opening booking offices in peak times. Businesses were never offered the option of assistance from the government to pay energy companies during this crisis, meaning they have to foot the full cost without any rebate. Obviously this then has a snowball effect on all other utilities like internet, business rates, water rates, and telephone bills. Obviously other costs have risen also, like staff wages, advertising and promotion of their business.

The obvious other costs are still there and they are also rising, like fuel, car parts and maintenance, the cost of replacing vehicles and insurance.

Along with base running costs the staff and owner drivers still have their bills to pay. People still have to put food on the table, pay their bills and pay their running costs for their own vehicles.

The trade have been discussing this for some time and have not taken this decision lightly. The majority of the trade obviously don't want to make it difficult for our customers. If we are struggling so are they, so the last thing we

want to do is reduce our revenue by people not using our services anymore and making it more difficult for us . The decision to apply for a tariff increase has been a requirement for different reasons.

The reasons that have made this inevitable are as follows;

- Based on the league tables for the UK, comparing 362 councils, Hinckley and Bosworth are Borough is positioned at 260. Although I do have to add that positions 1 and 5 are airport listings of Heathrow and Luton that are not actually councils. However in recent occasions, we have found it difficult to use just the league table as a comparison due to the fact some of these prices are city based, like London for example with places like Epsom and Ewell at £10.60 and inner London TFL also running at £10.60 for a two mile journey, which are well above what we would expect for our area. The trade tries to look at the surrounding areas and try to work from this. Looking at current listings, based on a 2 mile journey Charnwood are charging £6.75, Blaby £6.70 and Nuneaton & Bedworth are charging £7.25, Tamworth £7.14 Hinckley and Bosworth currently at £6.40. All our neighbouring councils last had a tariff increase in 2022, apart from Nuneaton who applied for a tariff increase in 2023. Nuneaton usually apply for a raise in tariff annually and because the others haven't had a rise for two years, it's fairly likely that the rates around our neighbouring councils may rise in due course, leaving Hinckley and Bosworth area well behind in terms of the average cost per 2 mile journey.

The national average for a 2 mile journey in the UK stands at £7.24.

- Additionally I thought I wouldn't have to mention this again, but also the economy, especially the night time economy has and still is struggling after the pandemic. This is purely because it didn't have time to recover from the pandemic, before it too was hit with high business running costs.
- The cost of living crisis has had an impact on all of us, right down from business providers, small and large businesses and the consumer. Running costs and wage increases have been passed on all along the

chain and have impacted the cost of everything in every aspect of life. Although we try not to pass this onto the customer, eventually we are left with no choice.

- We have also noticed a sharp rise in public liability insurance, fuel costs and costings for parts and tyres, which have risen considerably due to industry passing their costs onto the consumer ,which in this case is us the trade .
- Recently UBER has flooded our town showing a strong presence in our area. They are supposed to operate on a private hire basis via the Uber app. Often this has not been the case and, quite regularly they have been witnessed picking up passengers up off the street without prior booking. If a private hire vehicle licensed in our area did this they would be breaking their conditions of licence. Because there is not as strict legislation governing Uber and no one is there to ensure that the legislation is followed to the letter, they seem to fall through the net, which doesn't bode well the trade and makes the competition opportunities somewhat restricted for the licensed trade. I have been assured by Mr Brymer that local authorities are tightening up on Uber now ,which is good news ,but I wonder how its took the U.K 12 years to do so . I would have thought with them covering over 40 towns across the country, with over 60,000 drivers that would have been a priority and a necessity to ensure the safety of the public.

The trade are eager to move on and improve by trying to attract younger people into the workforce to provide the professional service we have always tried to provide to the people of Hinckley and Bosworth area .To enable us to do this ,we need to get revenue flowing into the industry so that we have incentives to offer new people wishing to work within the profession ,like up to date vehicles and booking systems that make operations more reliable and customer friendly, we would also like to rise up from depths of the cost of living crisis by allowing firms that have traded in this area for years to continue . This will be impossible if it's not financially viable.

To help the licencing committee see the existing rates and the proposed rates I have attached the two tables to this application.

Table 1 existing rates

Tariff 1

For first 880 yards or part thereof	£2.80
For every 176 yards or part thereof	24p

Calculation in mileage

1 mile	£4.00
2 miles	£6.40
3 miles	£8.80
4 miles	£11.20
5 miles	£13.60

Tariff 2 Existing rate

For the first 880 yards or part thereof	£4.20
For every 176 yards or part thereof	36p

Calculation in miles

1 mile	£6.00
2 miles	£9.60
3 miles	£13.20
4 miles	£16.40
5 miles	£20.00

Table 2 Proposed rates

Proposal 1

Tariff 1

For the first 880 yards or part thereof	£3, 20
---	--------

For every 176 yards or part thereof 28p

Calculation in miles

1 mile £4.60

2 mile £7.40

3 mile £10.20

4 mile £13.00

5 mile £15.80

Tariff 2

For the first 880 yards or part thereof £4.80

For every 176 yards or part thereof 42p

Calculation in miles

1 mile £6.90

2 mile £11.10

3 mile £15.30

4 mile £19.50

5 mile £23.70

Proposal 2

Tariff 1

For the first 880 yards or part thereof £3.40

For every 176 yards or part thereof 30p

Calculation in miles

1 mile £4.90

2 mile £7.90

3 mile £10.90

4 mile £13.90

5 mile £16.90

Tariff 2

For the first 880 yards and part thereof £5.10

For every 176 yards and part thereof 45p

Calculation in miles

1 miles £7.35

2 miles £11.85

3 miles £16.35

4 miles £20.85

5 miles £25.35

If the council were to accept one of these proposals, the trade respectfully asks that the, soiling charges, extra charges and Tariff 3 is adjusted accordingly.

Respectfully I'd also like the committee to take into consideration when making a decision on this increase, that Uber charge a minimum of £5.00, for journeys 1 mile or less. This is why we think it's necessary to bring our switch on up higher. This will help cover for dead mileage when having to travel to customers that want to travel less than a mile. Uber also operate system called surge pricing. Surge pricing is a system where when there is high demand they can raise their prices as high as they feel necessary. So one day a journey could cost you £16, but if you call the next day and they're busy they can charge you £35 for the same journey. That's another double standard that an hackney carriage vehicle can NOT do even if the job is pre booked, the driver is not allowed to charge over the meter price, otherwise they face prosecution. Myself, I find it difficult to comprehend how if the job is pre booked and the customer agrees to the rate prior to booking, why a licensed taxi can't do the same as Uber, regardless of the fact its fitted with a meter. Technically its working in exactly the same manner as an Uber, with a pre booked pre agreed price as a private hire booking. What's the difference? I think the answer to that is not much apart from a meter being on board and a plate being the rear of the vehicle, that we are bound by conditions of licence to adhere to the legislation. This might be

why a lot of the drivers have gone to drive for Uber and that's a shame for the whole borough

We look forward to hearing your decision in due course

Kind Regards

Tina Duane

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Hinckley & Bosworth Borough Council

Forward timetable of consultation and decision making

Executive
Wards affected:

11 September 2024
All Wards

Rural Strategy 2024 - 2028

Report of Director (Community Services)

1. Purpose of report

- 1.1 To seek Executives approval to adopt the refreshed Rural Strategy 2024 - 2028 for Hinckley & Bosworth, that encompasses 51 settlements divided into 24 parished areas.

2. Recommendation

- 2.1 That Executive approves the adoption of the Rural Strategy 2024 –2028.

3. Background to the report

- 3.1 The first Rural Strategy was adopted in 2016. This Strategy supersedes the previous version 2020 – 2023. This new Strategy will aid and support many positive rural interventions, opportunities, and developments. The strategy captures several high-level achievements during the past 4 years.
- 3.2 The purpose of Strategy is as follows:
- To enable Parish Councils to have a voice in informing rural priorities for the borough.
 - To ensure issues of importance for rural communities are given equal opportunity for promotion, support, and action.
 - To ensure further growth and development strengthens the wellbeing and prosperity of the borough's rural communities.
 - To maximise opportunities to enable access to services and facilities.
- 3.3 This new strategy intends to build on previous successes and outlines the priorities for action and interventions in the rural areas of the Borough. The

strategy encourages partnerships to work together towards common goals, maximising the impact of resources and activities.

4. Key Strategy Details

- 4.1 The vision for the Strategy is to secure distinct, diverse and prosperous rural communities in Hinckley & Bosworth.
- 4.2 To achieve this vision, there are 4 strategic aims:
1. Inclusive, sustainable rural communities, where everyone has the opportunity to participate, and can access the services and facilities they need.
 2. An environmentally and economically sound rural borough where the needs of farming, conservation and development are appropriately balanced.
 3. Residents feel supported to take ownership and drive improvements in their own communities.
 4. Ensure our rural communities can be safe and welcoming for residents, visitors, and businesses.
- 4.3 The Strategy has several themes that have been agreed and developed in conjunction with Parishes and our rural communities. Supporting actions are captured within the strategy document. Summarised these are:
1. Access to services, facilities and well being
 2. Facilitation of transport solutions
 3. Promoting Neighbourhood Planning
 4. Rural housing delivery
 5. Protection and enhancement of the rural environment
 6. Economy, Farming, Enterprise, and Tourism
 7. Community Safety and Rural Crime
 8. Community empowerment and action through partnership working
- 4.4 To support the strategy a comprehensive consultation exercise has been undertaken with Parishes. The Rural Strategy Appendices technical support document captures key achievements and ongoing/emerging challenges. This document informed the strategy and will assist Officers and key partners in enhancing services as captured within the 8 themes listed above.
- 4.5 This Strategy will assist in supporting the emerging local plan for Hinckley and Bosworth Borough and will support the council's Corporate Plan. In addition, this Strategy complements wider local strategies such as:
- H&B Health and Well-Being Community Plan 2023
 - Tourism Strategy 2024 - 2028
 - Climate & Biodiversity Strategy 2024 - 2026
 - Community Safety Strategy 2023 - 2026
 - Economic Regeneration Strategy 2021 - 2025

- 5. Exemptions in accordance with the Access to Information procedure rules**
- 5.1 Not applicable
- 6. Financial implications [AW]**
- 6.1 None directly from this report.
- 7. Legal implications [MR]**
- 7.1 None
- 8. Corporate Plan implications**
- 8.1 This strategy supports all three key aims People, Places and Prosperity within the Corporate Plan 2024 – 2028.
- 9. Consultation**
- 9.1 Parishes and key internal and external stakeholders have supported the development of this strategy.
- 10. Risk implications**
- 10.1 It is the officer's opinion based on the information available, that there are no significant risks associated with this strategy have been identified.
- 11. Knowing your community – equality and rural implications**
- 11.1 The strategy supports and recognises the challenges faced by our rural communities.
- 12. Climate implications**
- 12.1 The strategy is fully aligned to climate matters and continues to play its part in lowering carbon emissions.
- 13. Corporate implications**
- 13.1 By submitting this report, the report author has taken the following into account:
- Economic regeneration implications
 - Voluntary sector

Background papers:	None
Contact officer:	Simon D. Jones, Cultural Services Manager
Executive member:	Martin Cartwright, Executive Lead Member for Rural Affairs

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Hinckley & Bosworth Borough Council

Forward timetable of consultation and decision making

Executive
Wards affected:

11 September 2024
All Wards

Cultural Strategy 2024 - 2028

Report of Director (Community Services)

1. Purpose of report

- 1.1 To seek Executives approval to adopt the Cultural Strategy 2024 - 2028 for Hinckley & Bosworth.

2. Recommendation

- 2.1 That:

- Executive approves the adoption of the Cultural Strategy 2024 -2028.

3. Background to the report

- 3.1 Culture is a key priority in the council's corporate strategy. This Strategy supersedes the previous version 2019 – 2023. This new Strategy will aid and support cultural sector organisations in seeking external funding and provides a key set of themes allowing resources to be focused. The strategy and supporting technical document capture several high-level achievements and outcomes during the past 4 years.
- 3.2 This new strategy intends to build on previous successes and outlines the priorities for action and interventions. The strategy encourages partnerships to work together towards common goals, maximising the impact of resources and activities.

4. Key Strategy Details

- 4.1 The vision for the Strategy is to enhance and enrich the life of our residents and visitors to the Borough via the delivery of a diverse range of high-quality well-being services through partnership engagement with our communities.”
- 4.2 For this vision to be achieved, it is important that there are a set of guiding themes underpinning the strategy. Therefore, a set of 5 key themes have been identified, which are as follows:
1. Increase and celebrate the Arts and creative Offer within the Borough
 2. Increasing economic spend via a thriving events programme
 3. To value and promote Tourism, our Heritage and Museums
 4. Developing Sports opportunities for all
 5. Increase physical activity levels and improve health and wellbeing
- 4.3 This Strategy will assist in supporting the emerging Local Plan for Hinckley and Bosworth Borough and will support the council’s Corporate Plan. In addition, this Strategy complements wider local strategies such as:
- Rural Strategy 2024 – 2028
 - Tourism Strategy 2024 - 2028
 - Climate & Biodiversity Strategy 2024 - 2026
 - Community Safety Strategy 2023 - 2026
 - Economic Regeneration Strategy 2021 – 2025
 - H&B Health and Well-Being Community Plan 2023
- 4.4 There are huge benefits that underpin these themes. Participation in cultural activities is shown to have positive social impacts, such as helping establish social connectedness, a sense of belonging and breaking down cultural barriers. It can reduce crime and anti-social behaviour, can support people into employment, and we can contribute to the economic prosperity of our proud Borough.
- 4.5 The Technical Supporting Document captures and celebrates some of the significant achievements that have been delivered over the past 4 years – section 3.
- 4.6 As can be read, the strategy sets out several actions that will support the delivery and implementation of this strategy.
- 4.7 The final page of the strategy shows the cross-cutting principals that we adhere too.
- 5. Exemptions in accordance with the Access to Information procedure rules**
- 5.1 Not applicable
- 6. Financial implications [DW]**

6.1 None directly from this report.

7. Legal implications [ST]

7.1 None

8. Corporate Plan implications

8.1 This strategy supports all three key aims People, Places and Prosperity within the Corporate Plan 2024 – 2028.

9. Consultation

9.1 Key internal and external stakeholders have supported the development of this strategy.

10. Risk implications

10.1 It is the officer's opinion based on the information available, that there are no significant risks associated with this strategy have been identified.

11. Knowing your community – equality and rural implications

11.1 The strategy supports and recognises the challenges faced by our rural communities and as the strategy explains, it covers all ages, abilities etc.

12. Climate implications

12.1 The strategy is fully aligned to climate matters and continues to play its part in lowering carbon emissions.

13. Corporate implications

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

- Economic regeneration implications
- Voluntary sector

Background papers:	None
Contact officer:	Simon D. Jones, Cultural Services Manager
Executive member:	Mark Bools, Executive Lead Member for Culture, Leisure & Sport

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Hinckley & Bosworth Borough Council

Forward timetable of consultation and decision making

Scrutiny Commission	29 August 2024
Executive	11 September 2024

Wards affected: All

Sustainable Procurement Policy

Report of Head of Finance

1. Purpose of report

- 1.1 To seek approval of members to adopt a sustainable procurement policy to support our climate change strategy and how to promote ethical standards and reduce exploitation in our procurement activities in accordance with the constitution.

2. Recommendation

- 2.1 Executive adopts the sustainable procurement policy.

3. Background

- 3.1 Increasing numbers of councils are now incorporating environmental and ethical standards into their procurement processes, giving them more influence over the procurement process.
- 3.2 Sustainable procurement is about incorporating environmental, social, and economic concerns into all procurement activities. The Government established Sustainable Procurement Task Force has defined sustainable procurement as:

a process whereby organisations meet their needs for goods, services, works and utilities in a way that achieves value for money on a whole life basis in terms of generating benefits not only to the organisation, but also to society and the economy, whilst minimising damage to the environment.

- 1.3. In January 2024 the Council approved changes to the constitution that allows for procurement to taken to account the specific requirement to consider how our purchasing power can contribute toward reducing greenhouse gas emissions. In addition the changes also included a commitment that procurement will also take into account ethical standards in a manner that minimises the risk of social exploitation and rewards good employment practices.
- 1.4 This also support the climate change emergency declared in July 2019 and the biodiversity emergency declared in July 2023.
- 1.5 The attached policy will aim to widen the definition of the overriding requirement to achieve VFM by including room for the consideration to be wider than just acquisition costs, but include ownership / running costs, disposal costs and sustainability costs (both Environmental and Social). It gives guidance on evaluation of these areas.
- 1.6 It also promotes how purchasing can help the Council in using its purchasing power in “Supporting the Local Economy” and “Ensuring high ethical standards”. These clearly link to the priorities of the Corporate Plan.

4 Implications

- 4.1 The Council will be able to demonstrate a positive approach to climate change strategy and how to promote ethical standards in it purchasing. Training will be required in these areas, and our approach will have to be included in the way we work with our Welland Procumbent Service. This will take some time to embed in the way we purchase items into our normal processes.

5. Financial implications [AW]

- 5.1 None directly from this report.

6. Legal implications

- 6.1 For contracts likely to have a significant sustainability impact, consideration must be given to The Public Services (Social Value) Act 2012. This act places a responsibility on all public sector bodies to consider, before the procurement process starts, the economic, environmental and social benefits of their approaches to procuring goods or services. For the purposes of this policy, any procurement activity to which the (PCR) Public Contracting Regulations (2015) apply are in scope; however, the application of the Act should be proportionate to the scale and likely impact of the goods and / or services being procured.

7. Corporate Plan implications

- 7.1 A sustainable procurement policy supports the key aspects of the corporate plan of People, Places and Prosperity:

8. Consultation

8.1 None

9. Risk implications

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

It is not possible to eliminate or manage all the 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 have been identified, assessed and that controls are in place to manage them effectively.

No significant risks are associated with this report.

10. Knowing your community – equality and rural implications

10.1 There are no direct implications arising from this report.

11. Climate implications

11.1 There are no direct implications arising from this report. However how we procure directly affect the council's abilities to invest in climate change priorities.

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: Ashley Wilson
Executive member: Cllr K Lynch

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Hinckley & Bosworth
Borough Council

Sustainable Procurement Policy

2024/25

1. Introduction

- 1.1. The over-riding procurement policy requirement is that all public procurement must be based on value for money, defined as “the best mix of quality and effectiveness for the least outlay over the period of use of the goods or services bought”. This should be achieved through competition unless there are compelling reasons to the contrary.
- 1.2. Sustainable procurement is about incorporating environmental, social, and economic concerns into all procurement activities. The Government established Sustainable Procurement Task Force has defined sustainable procurement as:

...a process whereby organisations meet their needs for goods, services, works and utilities in a way that achieves value for money on a whole life basis in terms of generating benefits not only to the organisation, but also to society and the economy, whilst minimising damage to the environment.

- 1.3. Hinckley and Bosworth Borough Council (HBBC) will undertake to continue to address the climate change emergency declared in July 2019 and the biodiversity emergency declared in July 2023.
- 1.4. In support of the climate change and biodiversity emergency, this policy acts like a guide designed to assist officers in making more sustainable procurement decisions. It aims to provide practical information on how, via our contracts, we can reduce impact on the environment; ensure high ethical standards are followed; and bring benefits to the local economy and community.
- 1.5. This policy is not intended to be used as a procurement manual and should be read in conjunction with the Contract Procedure Rules and the Procurement Strategy.

2. What is sustainable procurement

- 2.1. Sustainable procurement means improving the efficiency of our commercial spend to deliver social and environmental benefits both within our local community and nationally. To the extent that we can use our purchasing power, either unilaterally or by combining with other public sector organisations to influence the supply market. Sustainability can and should be brought into the whole procurement cycle from writing the specification to tender evaluation to post-contract management. It is a key part of the procurement process and should be considered from the very beginning when you are defining your need right through to exiting the contract when it expires.
- 2.2. Our sustainable procurement policy should support the Climate Change and Biodiversity Strategy 2024 to 2028 The strategy identifies the need to reduce carbon switching from the dependence on fossil fuels to cleaner resources such as renewables and the resulting impact of climate change on biodiversity. This is targeted at the key themes of:
 - Biodiversity
 - Buildings and Land
 - Community
 - Economy
 - Travel

- Waste and Pollution

2.3. This policy will help the Council, its officers, and members, to work towards making HBBC carbon neutral by 2030 (direct council emissions) and ensure the borough is net zero by 2050, considering both production and consumption costs, minimising the environmental impacts of our activities, and through our leadership role influence and empower others to take similar actions. To ensure all the council decisions consider the carbon usage and the resulting impact. We recognise the importance of a healthy and biodiverse environment that ensures our borough's future prosperity and assists the wellbeing of all who live and work in the borough. Therefore through sustainability we can support out Corporate Objectives of:

- People: Helping people to stay safe, healthy, active, and in employment
- Places: Creating clean, sustainable, and attractive places to live, visit and work in
- Prosperity: Encouraging sustainable commercial economic and housing growth, as well as attracting businesses, improving skills, and supporting regeneration

3. Putting sustainability into the procurement process

3.1. The first and most direct way to make our procurement more sustainable is to minimise consumption. Before purchasing is decided upon, consider if you really need to buy that item or service; could you borrow, hire, or share instead. Also, make sure you buy the amount you need and don't buy extra just in case. By asking yourself these kinds of questions you can cut down significantly on your impact on the environment as well as making savings. Always when making procurement decisions remember the four 'Rs':

- Reduce the amount you use;
- Reuse what you can,
- Repair where economically preferable, and
- Recycle what you can't reuse.

3.2. Examples of how you can build in sustainability into you procurement decisions.

- Can you reduce the environmental impact by sourcing certified sustainable materials.
- Can you make decisions that reduce the distances that goods need to be transported.
- Can you purchase something that has a social label, such as a fair trade label.
- Can you deliver additional training opportunities through the delivering of a contract.
- If you are using the ESPO online or catalogue system some suppliers will have their environmental icons displayed, these icons show where products are made from recycled materials, can be recycled, or reused and so on. The icons may offer a more environmentally friendly option but remember to consider if this is the most environmentally friendly option for your particular project.
- The products we procure may make many environmental or ethical claims, but it is not always easy to assess the validity of such claims – one of the best ways to check on the validity of claims is to check if it has been certified or accredited under any scheme.

When making a procurement decision there are several aspects that you will need to take into consideration.

Value for Money	<p>A key consideration is the requirement to deliver value for money. This does not always necessarily mean the cheapest. Value for money is the 'optimum combination of whole life cost and quality (fitness for purpose) to meet requirements'.</p>	<p>A concern that is often raised is that the sustainable item will cost more than buying the 'standard' item. As the market for more sustainable products develops the difference will in many cases be small.</p> <p>When considering value for money you need to consider not just the initial cost of an item but the full 'life cycle' costs (More details are in appendix 1) of a product or service. These include:</p> <ol style="list-style-type: none"> 1. Acquisition costs 2. Ownership / running costs. 3. Disposal costs 4. Sustainability costs <p>Item four includes:</p> <p>Environmental:</p> <ul style="list-style-type: none"> • Sustainable product (made from recycled material, second hand) • Pollution costs • Green credentials • Cost of extraction (e.g. impact on environment of mining) <p>Social costs:</p> <ul style="list-style-type: none"> • Workforce used in supply chain. • Working conditions Producers paid a fair price. • Economic: • Employment • Training opportunities • Local economic cost • Regeneration
Specification	<p>Ensure that any environmental considerations are built into the tender specification at the earliest possible stage.</p>	<p>When writing a specification, consideration should be given to the products or service over its lifecycle. The following list can be used to assist with identifying</p>

	<p>To comply with the Public Contract Regulations 2015 and the council's CPRs the specification must:</p> <ul style="list-style-type: none"> • be applied equally to all tenderers; • be appropriate and relevant to the product or service required; • be a legitimate client interest; • include sustainability requirements in the tender documents (and reference the council's climate emergency plan for context); • not be anti-competitive or specify branded products; and • not be non-commercial. <p>Consideration will need to be given to how you specify sustainability requirements, for example, to specify that timber should not come from tropical rain forests may be considered restrictive but to specify that timber 'should be supplied from sustainably managed forests' is reasonable.</p>	<p>the potential sustainability impacts of the products or service you are purchasing:</p> <ol style="list-style-type: none"> 1. Specify the use of sustainably sourced materials, for example those that have a Fairtrade Mark or can demonstrate similar principles. 2. Impact of the disposal of the products at the end of their useful life. 3. Minimise energy or water consumption. 4. Decrease pollution: air, land, and water pollution. 5. Decrease transport impacts. 6. Consider the use of renewable energy. 7. Decrease the use of hazardous materials, toxic chemicals, solvents, and ozone depleting substances. 8. increased use of recycled materials and materials which can easily be re-used or recycled at the end of their life. 9. Identify the appropriate 'environmental' symbols. 10. Consider including a paragraph such as 'all contractors and sub-contractors must operate in an ethical and environmentally sound way. As a minimum requirement the contractor must adhere rigorously to all relevant human rights, equality, labour, social values, and environmental laws. 11. Other factors to consider when creating the specification are issues like location and community buy-in which may have a positive impact on the community and help regenerate a local area. Consider the needs of both the current generation but also the long-term and future needs of the community. 12. Use of technology to enhance customer interactions 13. Request if suppliers have achieved a relevant certification such as an International Organisation for Standardisation (ISO) for environmental management or have similar processes in place which demonstrate good levels of management. <p>This is not an exhaustive list - it is intended to assist and guide you in identifying potential sustainability issues with your procurement. Not all will apply and there are many others that you will no doubt identify.</p>
Evaluation Criteria	<p>The constitution allows for procurement evaluation, which is based on the most economically advantageous tender, to have consideration of Environmental and Social Value in the evaluation criteria.</p>	<p>This policy allows for up to 10% of the scoring evaluation to be allocated to Environmental and Social Value criteria for tenders over £50,000 where it is considered applicable to the contract.</p>

		<p>Where possible our procurement decisions should align with our Climate Change and Biodiversity Strategy 2024 to 2028 and seek to:</p> <ul style="list-style-type: none"> • Reduce our impact on climate change through the procurement of goods and services with a lower carbon impact; • Protect and enhance open spaces and the natural environment; • Minimise our use of energy, water, and other natural resources; • Minimise waste and prevent or minimise pollution; • Specify goods that, wherever possible, have a minimal environmental impact in the extraction or sourcing of materials, manufacture, use and disposal.
Supporting the Local Economy	<p>HBBC spends considerable amount each year on procuring items and services. The local economy has benefits greatly from the public sector when procurement can be used to support local businesses.</p> <p>Therefore, where possible, we should be providing opportunities to local businesses and third sector organisations to help foster economic growth and maximise sustainability benefits.</p>	<p>Efforts should be made to ensure opportunities of interest to local suppliers are promoted in a way that encourages local suppliers to get involved in providing quotes as long as done in a non-discriminatory way.</p> <p>Review the procurement documentation to ensure it does not impose barriers that would make it less attractive to SMEs. For example, ensuring insurance levels are applicable to the requirement and risk level.</p> <p>Also, as part of the evaluation criteria ask suppliers to explain how they would promote training and local employment opportunities if successful.</p> <p>We will continue to engage with businesses such as local small and medium sized enterprises (SMEs), the third sector (voluntary and community groups, social enterprises, charities, and cooperatives), ethnic and minority owned businesses, sheltered businesses and women owned businesses to encourage a wider and more diverse base of suppliers and to promote equality of opportunity.</p> <p>You should also consider working with locally based organisations early in the process for example, you can engage with small and medium sized enterprises and the voluntary and community sector to seek their views. However, when doing this you must ensure that you do not give preference or an unfair advantage to local suppliers as this would be considered discriminatory.</p>

		You can involve local organisations such as the Federation of Small Businesses or East Midlands Chamber of Commerce who may be able to circulate a specification to their local members on your behalf.
Ensuring high ethical standards	The Council will ensure it uses procurement activity to promote and ensure high ethical standards from those it deals with.	<p>The Council will:</p> <ul style="list-style-type: none"> • not knowingly work with contractors and suppliers who do not comply with the conventions of the International Labour Organisation. • where possible, purchase fair trade products and I continue to promote Hinckley and Bosworth as a Fairtrade area. • not knowingly engage with suppliers who support, encourage, or facilitate the trade in illegal drugs, arms, tobacco, slavery, or prostitution. • not knowingly buy foodstuffs that are genetically modified or contain genetically modified ingredients. • consider animal welfare when making purchasing decisions and therefore contributes to the end of animal testing

Appendix 1: Life cycle costs

Life cycle Stage	Example
Initial cost	Purchase Price
Direct running costs	<p>This can include energy, water and other resources & consumables used over the lifetime of the product or service.</p> <p>Buying more efficient products may initially appear more expensive but this could change considerably when factoring in running costs over the lifetime of the product.</p>
Maintenance costs	Consider the maintenance costs over the lifetime of the product or servicing. Good maintenance may extend the life of a product.
Indirect costs	Indirect costs can include for example, less energy efficient equipment will produce more heat causing air conditioned buildings to work harder, thus increasing electricity bills
Administration costs	Factor in admin costs and overheads from purchases requiring special handling. For example, some products or services may require specialist advice or extra time required by stakeholders to get up to speed with specialist practices.
Spending to save	What are the expected years of useful life. Buying more durable or utility efficient products may initially cost more but result in long-term savings. Buying products which are component based. This allows issues to be resolved by repairing rather than replacing the whole item.
Training costs	Different products may require more or less effort spent training staff to operate specialist products if they are not user friendly
Cost of disposal	Factor in disposal costs. NB: Check whether there is a legal obligation for the retailer or manufacturer to take back and reuse or recycle packaging and/or products.