

Public Document Pack

**HINCKLEY & BOSWORTH
BOROUGH COUNCIL**



Hinckley & Bosworth Borough Council

**AGENDA FOR THE
MEETING OF THE COUNCIL**

TO BE HELD ON

TUESDAY, 1 OCTOBER 2024

AT 6.30 PM

Hinckley Hub • Rugby Road • Hinckley • Leicestershire • LE10 0FR

Telephone 01455 238141 • MDX No 716429 • Fax 01455 251172 • www.hinckley-bosworth.gov.uk

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Thank you



Date: 23 September 2024

Dear Member

I hereby summon you to attend a meeting of the Hinckley & Bosworth Borough Council in the Council Chamber at these offices on **TUESDAY, 1 OCTOBER 2024 at 6.30 pm**

Yours sincerely

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

Miss RK Owen
Democratic Services Manager

A G E N D A

1. **Apologies**
2. **Minutes of the previous meeting (Pages 1 - 6)**
To confirm the minutes of the meeting held on 3 September 2024.
3. **Additional urgent business by reason of special circumstances**
To be advised of any additional items of business which the Mayor decides by reason of special circumstances shall be taken as matters of urgency at this meeting. Items will be considered at the end of the agenda.
4. **Declarations of interest**
To receive verbally from Members any disclosures which they are required to make in accordance with the Council's code of conduct or in pursuance of Section 106 of the Local Government Finance Act 1992. This is in addition to the need for such disclosure to be also given when the relevant matter is reached on the Agenda.
5. **Mayor's Communications**
To receive such communications as the Mayor may decide to lay before the Council.

6. **Questions**

To deal with questions under Council Procedure Rule number 14.

7. **Petitions**

To deal with petitions submitted in accordance with Council Procedure Rule 15.

8. **Leader of the Council's Position Statement**

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

9. **Minutes of the Scrutiny Commission (Pages 7 - 8)**

To receive for information only the minutes of the Scrutiny Commission meeting held on 29 August 2024.

10. **Procurement of HGV fleet (Pages 9 - 16)**

To seek approval of the procurement of the replacement HGV fleet from 1 September 2025 along with the associated supplementary budgets.

11. **Corporate Plan annual achievements 2023-24 (Pages 17 - 36)**

To seek approval of the annual review of achievements against the council's corporate plan.

12. **Local Government Boundary Commission Review - Council Size Submission (Pages 37 - 56)**

To seek approval of the proposed submission on Council size to support the Local Government Boundary Commission's review of electoral boundaries.

13. **Motions received in accordance with Council Procedure Rule 17**

Motion from Councillor M Mullaney, seconded by Councillor Bools

"The two-child limit to benefit payments was introduced by the Conservative government in 2017 and is supported by the current Labour government. It prevents families from claiming child tax credit or universal credit for more than two children in the household.

Council notes the recent [research](#) conducted by the End Child Poverty Coalition which has found that:

- 1.5 million children in the UK live in households subject to the two-child limit on benefit payments. That is roughly one in ten children in the UK
- In 2023/24, the two-child limit cost families up to £3,235 per child each year
- There is a strong correlation between families affected by the two-child limit and those who are living in poverty
- Scrapping the two-child limit would lift 250,000 children out of poverty overnight, and significantly reduce the level of poverty that a further 850,000 children live in
- Scrapping the two-child limit would cost £1.3 billion, however it is estimated that child poverty costs the economy £39 billion each year.

In Hinckley & Bosworth, 1,680 children in 470 households are currently affected

by the two-child limit to benefit payments. That is 7% of all children in the authority area. At the same time, 6, 427 local children are living in poverty.

Council strongly believes that the two-child limit to benefit payments is a cruel and armful policy that should be scrapped. [Research from the University of York](#) has shown its introduction has had no positive impacts on employment and earnings. Instead, it has dragged thousands of local families into poverty.

Council notes the Liberal Democrats have consistently opposed the two-child limit to benefit payments since it was introduced – calling for it to be axed in their 2017, 2019 and 2024 manifestos. Council notes with concern the stance of the Labour government which is committed to keeping the cap – going as far as suspending the whip from MPs who rebel against this position.

Council resolves to:

- Instruct the Chief Executive to write to the Chancellor of the Exchequer and the Prime Minister indicating Hinckley & Bosworth Borough Council's strong belief that the two-child limit to benefit payments should be scrapped, which would help 1,680 children living in Hinckley & Bosworth
- Ensure the number of children a family has is considered when a hardship grant is given out by the council".

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HINCKLEY AND BOSWORTH BOROUGH COUNCIL

3 September 2024 AT 6.30 pm

PRESENT: CLLR REH FLEMMING – DEPUTY MAYOR IN THE CHAIR

Cllr CM Allen, Cllr RG Allen, Cllr MC Bools, Cllr SL Bray,
Cllr MB Cartwright, Cllr MA Cook, Cllr DS Cope, Cllr MJ Crooks,
Cllr WJ Crooks, Cllr C Gibbens, Cllr SM Gibbens,
Cllr DT Glenville, Cllr CE Green, Cllr C Harris, Cllr L Hodgkins,
Cllr E Hollick, Cllr C Lambert, Cllr KWP Lynch, Cllr J Moore,
Cllr LJ Mullaney, Cllr MT Mullaney, Cllr A Pendlebury,
Cllr M Simmons, Cllr H Smith, Cllr P Stead-Davis,
Cllr MJ Surtees, Cllr BE Sutton, Cllr BR Walker, Cllr A Weightman
and Cllr P Williams

Officers in attendance: Bill Cullen, Julie Kenny, Rebecca Owen, Madeline Shellard and Sharon Stacey

137. **Deputy Mayor in the chair**

In the Mayor's absence, the Deputy Mayor took the chair for the meeting.

138. **Apologies**

Apologies for absence were submitted on behalf of Councillors O'Shea and Webber-Jones.

139. **Minutes of the previous meeting**

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

RESOLVED – the minutes of the meeting held on 16 July be confirmed as a correct record.

140. **Declarations of interest**

Councillors Cook, Cope, J Crooks, W Crooks, Flemming, Glenville, Green, Hodgkins, Hollick, Lynch, L Mullaney, Stead-Davis, Surtees, Sutton, Walker and Williams declared a pecuniary interest in motion b (winter fuel payments). The Monitoring Officer had granted a dispensation to enable them to take part in the debate and voting thereon, given the matter did not affect them any more than a member of the public and they were not the decision makers on the changes to winter fuel payments.

141. **Mayor's Communications**

In his absence, the Mayor had submitted his communications in written form.

The Deputy Mayor presented long service awards to Claire Copeland and Helen Tong who had each served the borough as an officer of the council for 25 years.

142. Leader of the Council's Position Statement

In his position statement, the Leader referred to the forthcoming peer review, summer events, government plans for housing growth, Cineworld and interest from other operators, sink holes and highway flooding, Making a Difference awards, a recruitment and employment event, heritage open days, the considerate parking campaign and the intention to grant Freedom of the Borough to a local physician.

143. Minutes of the Scrutiny Commission

The chair of the Scrutiny Commission presented the minutes of the last meeting for information.

144. Housing revenue account investment strategy

Consideration was given to the housing revenue account (HRA) investment strategy 2024 to 2028. Members emphasised the importance of building and acquiring new council housing. It was moved by Councillor M Mullaney, seconded by Councillor Bray and unanimously

RESOLVED –

- (i) The housing revenue account investment priorities and underpinning HRA financial assumptions be noted;
- (ii) The HRA investment strategy 2024 to 2028 be approved.

145. Calendar of meetings 2024/25 and 2025/26

Council received the draft calendar of meetings for the final part of 2024/25 and for 2025/26. It was moved by Councillor Bray, seconded by Councillor Bools and

RESOLVED – the calendar of meetings be approved.

146. Changes to membership of council bodies

It was noted that the Chief Executive had authorised the following in-year changes to membership of council bodies:

- Councillor Bray to replace Councillor Hollick on Ethical Governance & Personnel Committee
- Councillor Cope to replace Councillor Weightman on Planning Committee.

147. Motions received in accordance with Council Procedure Rule 17

- (a) Motion from Councillor Pendlebury, seconded by Councillor Cartwright

Notice had been given of the following motion proposed by Councillor Pendlebury and seconded by Councillor Cartwright:

“The Borough Council notes:

- Reports from across the UK and in particular from local residents that Royal Mail is failing to deliver vital post, in a timely manner. Examples include missed medical appointments, late fines and important items from banks, solicitors as well as important personal letters and cards from family and friends
- Many people still rely on mail deliveries and do not have access to email and other forms of communication
- The hard work and long hours being undertaken by postal staff in an effort to deliver mail.

The Council further notes with concern:

- The recent increases in prices of postage rates – the fourth increase in two years
- Proposals being floated to reduce the frequency of postal deliveries.

Council resolves:

1. To express thanks to our hard-working postal staff for their continued efforts
2. To invite local Royal Mail managers to attend a meeting of the Council's Scrutiny Commission to hear concerns from members about postal deliveries in their area
3. To request the Chief Executive writes to the Chief Executive of Royal Mail to express the Council's concerns about Royal Mail deliveries across the borough."

Upon being put to the vote, it was unanimously

RESOLVED –

- (i) Thanks be expressed to our hard working postal staff for their continued efforts;
 - (ii) Royal Mail managers be invited to attend a meeting of the council's Scrutiny Commission to hear concerns from members about postal deliveries in the area;
 - (iii) The Chief Executive be requested to write to the Chief Executive of Royal Mail to express the Council's concerns about Royal Mail deliveries across the borough.
- (b) Motion from Councillor M Mullaney, seconded by Councillor L Mullaney

At this juncture, Councillors Cook, Cope, J Crooks, W Crooks, Flemming, Glenville, Green, Hodgkins, Hollick, Lynch, L Mullaney, Stead-Davis, Surtees, Sutton, Walker and Williams repeated their declaration of interest.

Notice had been given of the following motion proposed by Councillor M Mullaney, seconded by Councillor L Mullaney:

“Council notes the recent announcement by the Labour government to end universal winter fuel payments and restrict eligibility to only those in receipt of pension credits and other benefits.

Though many agree that universal winter fuel payments are not necessary, Council is deeply concerned that many pensioners on lower and middle incomes will now not receive the payments. Across England and Wales the number of people eligible for winter fuel payments will fall by 10 million (from 11.4 million to only 1.5 million).

In Hinckley & Bosworth the number of pensioners affected by the change in eligibility criteria is 22,431. That means 92.5% of pensioners currently eligible for winter fuel payments will no longer be able to claim the payment from this winter onwards.

Council believes that the Labour government has set the threshold at which pensioners do not qualify for winter fuel payments too low. Only those receiving a pension of less than £218.15 a week (or £332.95 a week for couples) are eligible for pension credits. This is significantly lower than the living wage rate.

Council is also concerned by the low take up of pension credit, with only 63% of those eligible nationwide receiving it – and over £880,000 pensioners not doing so. Council recognises the role we have to play to increase awareness of benefits such as pension credit to ensure people are aware of the support they are entitled to.

Council further notes that the energy price cap is due to rise by 10% in October, which combined with the removal of winter fuel payments will push thousands of local pensioners into fuel poverty.

Council resolves to:

1. Instruct the Chief Executive to write to the Chancellor of the Exchequer calling for the policy on linking winter fuel payments to pension credit receipt to be immediately paused and introduce a new threshold to determine eligibility for winter fuel payments
2. Urgently commence a significant awareness campaign to maximise uptake of pension credits.”

During discussion, members asked that residents be signposted to venues designated as warm spaces under the warm spaces project.

Councillor Bray and six further members stood to request voting on the motion be recorded. The vote was taken as follows:

Councillors C Allen, R Allen, Bools, Bray, Cartwright, Cook, Cope, J Crooks, W Crooks, Flemming, C Gibbens, S Gibbens, Glenville, Green, Harris, Hodgkins, Hollick, Lambert, Lynch, Moore, L Mullaney, M Mullaney, Pendlebury, Simmons, Smith, Stead-Davis, Surtees, Sutton, Walker, Weightman and Williams voted FOR the motion (31);

There were no votes against the motion and no abstentions.

The motion was therefore declared CARRIED and it was

RESOLVED –

- (i) The Chief Executive be instructed to write to the Chancellor of the Exchequer calling for the policy on linking winter fuel payments to pension credit receipt to be immediately paused and to introduce a new threshold to determine eligibility for winter fuel payments;
- (ii) A significant awareness campaign to maximise uptake of pension credits be urgently commenced.

(The Meeting closed at 7.40 pm)

MAYOR

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HINCKLEY AND BOSWORTH BOROUGH COUNCIL

SCRUTINY COMMISSION

29 AUGUST 2024 AT 6.30 PM

PRESENT: Cllr C Lambert - Chair
Cllr MJ Surtees and Cllr P Williams – Vice-Chair
Cllr DS Cope, Cllr MJ Crooks, Cllr C Gibbens, Cllr CE Green (for Cllr J Moore),
Cllr C Harris, Cllr A Pendlebury and Cllr M Simmons

Officers in attendance: Julie Kenny, Rebecca Owen and Sharon Stacey

119. **Apologies and substitutions**

Apologies for absence were submitted on behalf of Councillor Moore, with the substitution of Councillor Green authorised in accordance with council procedure rule 10.

120. **Minutes**

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

RESOLVED – the minutes of the meeting held on 25 July be confirmed as a correct record.

121. **Declarations of interest**

Councillor Lambert declared an interest in the sustainable procurement policy as vice-chair of Efficiency East Midlands which provided some support to the council.

122. **Scrutiny review: utility companies**

Representatives of Severn Trent Water provided members with an update on their services, service improvement and future planning by way of response to the motion to Council which the Scrutiny Commission had actioned. Following questions from members and concerns raised about developers not building in water retention tanks, it was moved by Councillor Lambert and seconded by Councillor Crooks that the relevant body be asked to write to the government requesting the grey water recycling provision be added to planning and / or building regulation requirements. Upon being put to the vote, the motion was CARRIED and it was unanimously

RESOLVED – the relevant body of the Council be requested to write to the government requesting the grey water recycling provision be added to planning and / or building regulation requirements.

123. Scrutiny Commission Work Programme

In considering the work programme, it was suggested that the bus service / public transport review and the health review would not require a task & finish group and would be undertaken by the Scrutiny Commission as an agenda item during an ordinary meeting. It was agreed that the health review would take place at the December meeting. The overview & scrutiny annual report would be added to the work programme for the following meeting.

124. Sustainable procurement policy

Consideration was given to the sustainable procurement policy to support the climate change strategy. Attention was drawn to page 19 of the agenda (page 5 of the policy) which referred to the evaluation criteria and provision for up to 10% of the scoring evaluation to be allocated to environmental and social value for tenders over £50,000 where considered applicable to the contract, and concern was expressed that this allowed for it not to be applied. Councillor Williams, seconded by Councillor Surtees, proposed that the Executive be RECOMMENDED to amend the wording “where it is considered applicable to the contract” to read “as set out in the contract procedure rules”. Upon being put to the vote, the motion was CARRIED and it was

RESOLVED – the Executive be RECOMMENDED to amend the wording on the bottom row of page 5 of the policy to read “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 as set out in the contract procedure rules”.

125. Minutes of the Housing Task & Finish Group

The minutes of the Housing Task & Finish Group were presented for information. It was noted that the final meeting would take place on 5 September, with a report coming to the next meeting of the Scrutiny Commission.

(The Meeting closed at 7.54 pm)

CHAIR



Hinckley & Bosworth Borough Council

Forward timetable of consultation and decision making

Council 1 October 2024

Wards affected: All Wards

Procurement of HGV Fleet

Report of Director Corporate and Street Scene Services

1. Purpose of report

- 1.1 To advise Council on requirement to replace the HGV fleet, and to agree amendments to future years budgets to facilitate this procurement.

2. Recommendation

- 2.1 That Council approves the procurement of the replacement HGV vehicle fleet from 1 September 2025 and supplementary budgets as detailed below:-
- a) a supplementary capital budget of £4,422,608 for fleet,
 - b) a supplementary revenue budget of £420,616 for the annual financing cost and additional maintenance,
 - c) an increase the Council's capital financing requirement of £4,422,608 to allow for the HGV purchase.

3. Background to the report

- 3.1 The current HGV fleet is operated for refuse collection, waste transfer, street cleansing and road sweeping and all vehicles are on contract hire until 31/8/25. Contract hire includes both the lease of the vehicle and the ongoing maintenance, tyres etc. Government has mandated all local authorities need to provide a separate weekly food waste collection for all households from 31 March 2026. These additional 9 HGVs also need to be procured.

A full tender exercise has been run supported by Link Asset Services utilising an existing HGV framework. One submission was received which Link have advised is consistent with the current market rates for HGV's.

- 3.2 Fleet composition has been reviewed and updated to reflect the current operational needs such as housing growth and new services, and where possible reduce costs where operationally feasible. This includes retaining existing fleet where viable to reduce costs:

New Qty	Make & Model	Term	Mileage per annum
6	Refuse Vehicle - 6 x 2 mid-lift, Standard Width – Dry Recycling Vehicle	8 Years	13,000
6	Refuse Vehicle - 6 x 2 mid-lift, Narrow Width	8 Years	13,000
5	Refuse Vehicle - 6 x 2 mid-lift, Narrow Width – Garden Waste Vehicle	8 Years	13,000
4	<i>Refuse Vehicle - 6 x 2 mid-lift *</i>	TBC*	<i>13,000</i>
9	Food Waste Collection 7.5T Vehicles	8 Years*	25,000
1	Large 15T Sweeper	8 Years	1500 hours
1	Road Sweeper 3.5T Sweeper	4 Years	1000 hours
1	<i>Daf 4x2 18t Hook Lift Vehicle*</i>	TBC*	<i>15,000</i>
3	7.5T Box Van with 1,000kg tail lift	8 Years	13,000

**Existing vehicles retained on new rolling annual agreements (subject to annual value for money / reliability assessment)*

- 3.3 An appraisal of the financial options for fleet renewal have been undertaken with the help of Link Asset Services. Based on how our vehicles are used and maintained the most cost-effective option was an 8-year agreement (one year longer than the current agreement of 7 years).
- 3.4 The Council has declared a climate emergency and aims to be net zero by 2030. The suitability of currently available electric vehicles was evaluated and the performance of electric alternatives currently available was deemed operationally higher risk. The requirement for HGV fleet to transport weight over distance and at speed was not met. Due to level of cost associated with an Electric HGV's this option was discounted. Currently on the specifications available the costs for an electric Refuse vehicle are HGV are circa £218,000 per vehicle more. Electric vehicle charging infrastructure would also be required including a significant increase in power supply at the depot. This has not been fully costed but a high-level estimate is that this would be in excess of £750,000.

- 3.5 Following full consideration of the financial and operational implications Officers recommend contract hire of the vehicles for the following reasons:-
- Financial saving of £100,962 over the contract period.
 - On site maintenance resulting in minimal off road time
 - Resilient business continuity for vehicle maintenance
 - Lower costs risk to the Council e.g. tyres, lubricants, mechanic costs are all volatile.

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

4.1 This report will be taken in public session.

5. Financial implications IB

5.1 The financial implications for non-food waste and food waste have been assessed separately. For the existing non-food waste service, a like for like comparison can be made.

Non-Food Waste Fleet

5.2 The vehicle contract will be based on an 8-year lease term compared against the current 7-year term. This increase in term is in line with current standard practice in the industry and will still ensure that vehicle remain fit for purpose across the term of the contract. The only exception to this is one of the road sweepers which has a 4-year life.

Purchase and Leasing Costs

5.3 The gross cost is estimated to be £5,924,584. If purchased the total financing cost is £6,074,896. This is based on borrowing £4,422,608 over 8 years at a PWLB rate of 4.87%. This compares to a lease cost of £5,710,304.

5.4 The lease cost assumes sale proceeds at the end of 8 years of £49,350. If the same sale proceeds are assumed the estimated net cost of purchasing will be £5,892,114. This means it is estimated that the overall cost over 8 years for the purchase option will be more expensive by £100,962. The information is summarised in the table below.

	Purchase			lease
	mrp £	int £	Total Cost £	Cost £
yr 1	552,826	206,536	759,362	740,573
yr 2	552,826	206,536	759,362	740,573
yr 3	552,826	206,536	759,362	740,573
yr 4	552,826	206,536	759,362	740,573
yr 5	552,826	206,536	759,362	740,573

yr 6	552,826	206,536	759,362	740,573
yr 7	552,826	206,536	759,362	740,573
yr 8	552,826	206,536	759,362	740,573
	4,422,608	1,652,288	6,074,896	5,924,584
less sales proceeds			49,350	in above
Cost over 8 Years			6,025,546	5,924,584

In accordance with proper accounting practice, the assets will be included in the Council's Balance Sheet. Closer to when the final delivery date is agreed, the leasing costs will be reassessed to consider movement in interest rates. It is hoped that the final charges may be lower if a potential reduction in the base rates are realised. If the cost does increase this will require further approval in accordance with financial procedure rules.

- 5.6 Based on the indicative costs above for leasing Council will need to approve a budget of:
- Capital is £4,422,608.
 - Revenue is £1,652,288 for the annual financing cost.
- 5.7 There is also a requirement to increase the Council's capital financing requirement by £4,422,608 to allow the purchase.
- 5.8 The current lease charge including maintenance is £721,223. The new cost is £1,116,34 and this is a cost increase of £420,616 but includes the cost of an additional refuse round / vehicle (£58,220). Based on the ONS RPI tables the in last 7-year increase inflation has increased by 36%. If this rate is added to the current cost the new cost should be £974,025.

The annual change is summarised in the table below.

Current financing charge	New financing charge	Current Maintenance	New Maintenance	Additional requirement
£448,781	£713,788	£246,951	£402,560	£420,616

Other changes fleet

- 5.9 To keep costs down the following vehicles will not be replaced. The Council will continue to use old vehicles from the current contract where economically viable and operationally reliable to do so. The following items will therefore be rented on favourable terms. The telehandler (owned by HBBC) will also be retained rather than replaced.

Qty	Make
4	Mid lift Refuse Vehicles
1	DAF Hook Lift

New Food Waste Collection Vehicles

5.10 Due to the anticipated high demand and long lead times food waste vehicles also need to be procured now. The cost of these will primary be grant funded. Capital grant funding of £1,182,585 has be received from Defra for the purchase of food waste vehicles and collection containers (bins). From this £859.368 has been set aside for the vehicle purchase cost. This should fund the purchase of 8 Vehicles. Currently it is estimated the 9 vehicles will be required. For the 9th vehicle the annual leasing cost will be £18,410 per annum and an annual maintenance cost of around £16,000 per annum.

Implications arising from future changes in mileage and maintenance will require approval accordance with financial procedure rules

5.11 In order for the vehicle order to be placed the necessary budgets need to have been agreed by Council to ensure compliance with financial procedure rules.

5.12 Increased fleet costs will be reflected in the updated medium term financial strategy (MTFS).

6. Legal implications HI

6.1 The current contract ending in September 2025 necessitates a new contract to maintain legal and operational standards for the fleet. This is crucial for the council to continue fulfilling its statutory duties, such as food waste collection and street cleansing.

6.2 As provided in paragraph 3.1, the procurement process, supported by Link Assets Services, has been completed in compliance with relevant regulations. This ensures transparency, fairness, and adherence to legal requirements.

6.3 The draft contract has been reviewed by legal, who have provided comments and suggested amendments. This step is vital to secure the council's interests and ensure the contract terms are robust and legally sound.

7. Corporate Plan implications

7.1 The HGV fleet is essential to the delivery of the Council's statutory waste collection and street cleansing services. The new fleet includes food waste collection vehicles to meet the corporate plan aim "increase recycling including the introduction of food waste collection with government funding".

8. Consultation

- 8.1 None. Staff within streetscene were involved in writing vehicle specifications and managers in finance and street scene evaluated and negotiated the final terms.

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
Failure to secure fleet resulting in service failure (waste and cleansing)	Continuity of supplier means guarantees have been given replacements will be key to key. Early ordering of food waste vehicles reduces this risk where demand will be high	Caroline Roffey
Failure to meet zero fleet emissions by 2030	Use of HVO will (depending on affordability) reduce emissions by 90%. The remaining 10% will need to be offset between 2030 and 2033 or the target date of 2030 will need to be revised	Caroline Roffey
Increased maintenance costs for retained fleet, and 8 year contract hire term	Close monitoring of costs by transport manager, shorter agreements on retained fleet (annual reviews), and robust contract management	Caroline Roffey
Poor maintenance resulting in increased off road time affecting service reliability. (Using a contractor provides grater resilience than if HBBC ran this in house)	Chosen supplier has robust business continuity for fleet maintenance and currently provided a reliable maintenance service. Robust contract management of maintenance performance by Transport Manager	Caroline Roffey

10. Knowing your community – equality and rural implications

- 10.1 Vehicles selected are suitable for the delivery of our waste collection and street cleansing services. They can meet the needs of our rural and urban populations, and the governments requirement for a new weekly food waste collection. Additional storage boxes have been added onto the RCV's to allow small electrical items to be collected in future should this be needed.

11. Climate implications

- 11.1 See 3.4. Electric vehicles have been rejected at the current time for both cost and operational reasons. All the new vehicles can operate on HVO (rather than diesel) which will reduce emissions by up to 90% and contribute significantly to the net zero 2030 ambition. However, 10% of fleet emissions will remain until 2033.

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: [list any background information or insert 'none'. If the report is public, background papers must be publicly available documents (available on the website or state here where they can be obtained) and remain available for four years from the date of the meeting.]

Contact officer: Caroline Roffey x5782, Ilyas Bham x5924
Executive member: Councillor L Hodgkins (Neighbourhood Services)

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Hinckley & Bosworth Borough Council

Forward timetable of consultation and decision making

Council 1 October 2024

Wards affected: All wards

Corporate Plan Annual Achievements 2023 and 2024

Report of Director of Corporate & Streetscene Services

1. Purpose of report

- 1.1 To seek the Council's approval of the annual report which summarises the main achievements for the years 2023 & 2024 against the council's Corporate Plan 2024 - 2028.

2. Recommendation

2.1 That Council

- Endorses the annual summary of achievements (attached at appendix 1)
- Notes and welcomes the positive work being done to deliver the Corporate Plan on behalf of the community

3. Background to the report

- 3.1 The Corporate Plan 2024 - 2028 which was approved and published in November 2023 sets out the council's vision to make Hinckley & Bosworth a place of opportunity and provides a road map to the council's planned strategic achievements and targets.
- 3.2 The publication of the summary of achievements for years 2023 and 2024 provides a measure of performance of how the Corporate Plan is delivering on its vision and aims.

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

4.1 Report is to be taken in open session.

5. Financial implications [AW]

5.1 None arising directly from the report.

6. Legal implications [ST]

6.1 None arising from the report.

7. Corporate Plan implications

7.1 The report covers all aspects and deliverables of the Corporate Plan.

8. Consultation

8.1 All services have been consulted for their contribution.

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.

10. Knowing your community – equality and rural implications

10.1 The Corporate Plan aims to deliver services to all parts of the community.

11. Climate implications

11.1 The implications of the Corporate Plan are considered as part of the Council's Climate Change Strategy.

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: Julie Kenny
Executive member: Councillor S Bray

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SUMMARY OF ACHIEVEMENTS TO THE CORPORATE PLAN 2023-2024





PEOPLE:

CORPORATE PLAN AIMS:

- Enable and inspire older people to make the most of later life
- Maximise people's potential through employment and skills support
- Help people to stay healthy, be active and feel well
- Recognise diversity and celebrate what unites us
- Ensure that vulnerable residents are supported and the capacity of the local voluntary sector is sustained and developed
- Take measures to reduce crime and antisocial behaviour and protect people from harm
- Give children and young people the best start in life and offer them the opportunity to thrive in their communities

ACTION:

Our Employment & Skills Partnership will develop an action plan to support and empower people to make the best possible use of their skills and of employment opportunities

The Hinckley and Bosworth Employment and Skills Taskforce continues to influence and drive the employment and skills agenda in the borough. A key part of the taskforce is networking and joining key partners up to facilitate projects. Working in partnerships has been key to our success, with the key local taskforce partners including local schools and academies, local businesses – large and small – as well as Leicester and Leicestershire Enterprise Partnership (LEEP), Department for Work and Pensions (DWP), North Warwickshire and South Leicestershire College (NWSLC), MIRA Technology Institute (MTI), Rural Community Council voluntary sector representative and other key organisations and partners. DB

Supported 41 people to access employment and skills through our partnership with BEAM and 12 into housing.

We have trained and employ 13 apprentices working in services across the council, recruiting three apprentices this year. There are now three apprentices employed in housing repairs and two each in ICT, Environmental Health and planning. Meanwhile finance, HR, revenues & benefits and estates all employ one apprentice each.

Supported six officers to achieve the Institute of Leadership and Management (ILM) level three and one officer to gain an ILM level five. Also supported fifteen other professional qualifications for a range of employees and services including four officers gaining the Chartered Institute of Housing Level four and two officers being awarded the Chartered Institute of Waste officer competence scheme.

Supported officers to access relevant training to deliver housing retrofits through Green Living Leicestershire and in-house.

Worked with the Multiply programme to enable local people to develop their skills and improve their confidence to access employment.

Provided training opportunities to council tenants who are registered to be more involved in scrutinising, influencing and being involved with their housing service. Tenants have completed training in tenant scrutiny, meetings and report writing.

ACTION:

Work with our local schools to enable young people to have confidence in their future and raise their aspirations while promoting local careers opportunities

Atkins Building is supporting the Children's Hospital School by providing accommodation, supporting its activities and connecting the school with local businesses and facilities. The Atkins Building is also co ordinating a school lunch programme with the onsite Hansom Café and the Hospital School. The school provides education for pupils in Years 7-10 who are finding it difficult to access education in their own school due to mental and/or physical health issues. The Hospital school runs an early intervention programme with the aim of pupils returning to mainstream school as seamlessly as possible whilst minimising any long-term impact on their education or confidence.

Through our branded 'Working with us' setup officers working closely with our schools in Hinckley and Bosworth have engaged nearly 500 students to discuss careers available at the council with young people and find out what young people are interested in.

Supported the delivery of 13 careers fairs in nine local schools, engaging 564 young people.

Continued a programme to enable local students to gain work experience with the borough council

ACTION:

We will intervene early offering effective help and advice to people at risk of homelessness and rough sleeping

We successfully supported 321 homelessness customers into different housing tenures.

We provided housing advice to 1,160 customers

We continued the delivery of SWEP (Severe Weather Emergency Protocol) to prevent rough sleeping during adverse weather conditions

We assisted five target priority rough sleepers through the Rough Sleeper Initiative.

ACTION:

Working with health partners, we will develop and deliver initiatives to improve health through our Health and Wellbeing Strategy

We support the 'Making Every Contact Count' initiative which aims to make the most of routine interactions with customers to create opportunities to support people to make positive improvements to their health or wellbeing. This includes being members of the Keep Safe Place scheme and advocating breastfeeding within the Hub building.

Working with local Health colleagues, Active Together and Public Health we have mobilised our new system of reacting to residents who would like more personalised support to 'Move More'. Hinckley & Bosworth Physical Activity Services works on a triage approach of self-referral. Many (but not all) of our referrals are from people with long term health conditions.

During 2023-2024 the work of the Physical Activity team enabled physical activity programmes for our targeted populations. Using external funding we delivered a varied offer including Active Menopause, Dr Bike, but of greater significance the expansion of our Older Adult Physical Activity programmes which currently stands at 19 weekly sessions across the borough, addressing falls prevention, mobility, wellbeing and social isolation.

Each of the five key local priorities captured in the H&B Community Health & Well Being Plan are progressing and being implemented by the Intergrated Neighbourhood Team. Highlight reports are then presented at the H&B Health & Well Being Partnership. This is a system health sector led approach to improving services targeting, Mental Wellbeing, Carers, Cost of Living, Housing and Learning Difficulties/SEND.

We are leading on mental health co-ordination work on behalf of the Integrated Care Board to help improve local service delivery for residents across the borough

Continued the delivery of the Safe Spaces project, to support people affected by hoarding behaviours

Launched the Housing and Respiratory illness project, to help to prevent illnesses associated with housing conditions

Launched the Three Conversations (three Cs) project with health partners, which provides intense intervention to those at risk of losing their tenancy and who have mental health issues.

In partnership with the Lightbulb service, the Private Sector Housing team funded a variety of disabled adaptations and other improvements, ranging from stairlifts and wetrooms to full blown extensions to 63 properties in the borough to help residents remain safe and well in their own homes. The team are working on a further 20 referrals for disabled adaptations at present, with 15 other referrals still at enquiry stage.

Introduced more robust procedures and processes to address and prevent damp and mould issues within our council homes. A total of 406 interventions took place consisting of the installation of 96 Envirovent de-humidifier extractor fans, 79 loft insulation top ups, 134 mould treatments, 52 rake out and re-point brickwork jobs & the installation of vents & airbricks to 45 locations.

Facilitated a wide range of activities including trips, quizzes, entertainment and crafts through grants and staff support to sheltered housing scheme tenants and neighbouring communities to reduce social isolation and improve mental health.

Held four drop-in events for council tenants to speak with officers about managing condensation, and provide tips to reduce and prevent damp and mould conditions in properties.

We installed 293 private lifelines to support independence with an additional 18 linked fall detectors and six linked smoke detectors.

ACTION:

We will work in schools to inspire a sense of the role of citizenship and safety in young people

Community safety team, supported by partners, engaged with 3064 students and delivered a range of other workshops on topics such as safer driving, ASB, healthy relationships, drugs and alcohol, exploitation, healthy holidays and working with school councils on youth voice. Feedback from teachers and young people is positive and shows increased knowledge.

ACTION:

We will continue to work with our partners to promote and grow our thriving voluntary and community sector

The annual Making a Difference awards were held in November 2023. 56 fabulous volunteers received medals recognising their contribution.

Continue to support Voluntary organisations and volunteers via two dedicated funding pots; Making a Difference and Community Volunteer Fund. £86,244 was approved for Voluntary and Community Sector groups in Hinckley and Bosworth. 81 projects were delivered involving 719 local volunteers, with the projects benefitting over 10,000 local residents.

Community Organisations and Volunteers continue to receive support via the Voluntary and Community Sector (VCS) partnership to find volunteers or volunteering opportunities. 273 community groups based in Hinckley and Bosworth signed up as members to the VCS network as of March 2024.

We continue to hold forums for our voluntary sector to network, share good practice and hear from key services. There were three forums held during 23-2024.

We continue to work closely with voluntary and community sector organisations such as Hinckley Tennis Club, who have supported our Ukrainian community with family tennis sessions. Our work with Elohim Church continues with a Welfare Support Officer being based in the church to support those accessing their emergency food provision.

Podcast produced with voluntary and community sector members to publicise and highlight the excellent work of the voluntary sector.

Ongoing partnership with Friends of Hollycroft Park to deliver annual events programme of 10 summer events in the park, monthly volunteer gardening sessions and community cafe sessions and retain our Green Flag Award.

ACTION:

Along with our partners, we'll provide support to people facing financial hardship and food poverty through increased living costs

Customer services regularly refer customers for the Housing Support Fund and refer to Citizens Advice to ensure customers are supported with debt and financial hardship issues. We work closely with the Trussell Trust foodbank and issued 2145 food vouchers during the 2023/24 financial year.

The Benefits team have supported 226 households with a Discretionary Housing Payment in 2023/24, awarding £164k to help with rent costs. £2.8m of Council Tax Support has been awarded to working age residents, and £2.5m to pensioners to help cover their Council Tax liability. A further £105k has been awarded from the discretionary discount fund which supports the most vulnerable with their council tax costs. In addition to our own welfare support team, our Revenues team will signpost customers for support to either benefits that we have responsibility for, or third parties as appropriate.

Application process was created for warm welcome venues to apply for grants of £1200 to help with the associated costs of providing warm welcome sessions, 24 warm welcome provision grants were approved, totalling £28,800.

A directory was created on the borough council's cost of living website for all warm welcome venues across the borough, 51 venues were listed from across the borough with the dates and times of sessions and the offers available. During the winter season over 100 warm welcome sessions were provided every week with 8931 visits.

The welfare support service helped 1192 residents who were experiencing financial hardship, carrying out 1660 remedial actions on their behalf.

Successful bid for Cadent Funding of £220,893 has enabled the team to expand the welfare support service, offering more cooking on a budget sessions and wider cost of living work until Dec 2025.

Continued community development work into new and existing areas of the borough, including initiatives designed to reduce isolation, help residents with cost-of-living impacts and offer local people opportunities to get involved in community activities.

The safeguarding team have dealt effectively with 338 safeguarding referrals to safeguard and reduce risk of harm. This is the highest number of referrals dealt with annually by the authority and reflects both the robust work to increase awareness of the safeguarding and the effect of the cost-of-living crisis on our residents.

The Revenues & Benefits team have also administered adhoc schemes that have been introduced to support our communities over the last year including flooding relief funds and alternative funding for energy bills.

We implemented a new food waste role to help residents and businesses cut down on food waste.

Delivered a programme of Energy Performance Certificates (EPC's which measure a property's energy efficiency) for council properties continuing, providing energy saving advice to tenants and identifying improvements that need to be made to the fabric of properties to achieve a minimum band C EPC rating by 2035.

Continued to apply for grant funding to support energy efficiency improvements to council housing

ACTION:

Reduce crime and anti-social behaviour and protect people from harm through our work with partners including police and health to deliver the aims of the Community Safety Strategy

The Council has invested in its state-of-the-art CCTV system. CCTV coverage has increased from 22 in 2016 to 45 in 2024. CCTV coverage includes Newbold Verdon, Barwell, Earl Shilton and Desford, as well as across Hinckley and several of its parks.

Year on year reduction in overall crime (-5.7%)

Successfully met the new Serious Violence duty by January 2024 and achieving year on year reductions in serious violence.

Domestic abuse outreach service has supported 173 survivors of domestic abuse through one to one and group work. Service feedback shows positive outcomes for survivors.

Well attended annual Domestic Abuse Networking Event with partners from across the borough, promoting the White Ribbon Campaign and Behind Closed Doors survivor Artwork project. Feedback from partners and the public prove we've raised awareness of these initiatives.

Worked with more than 1,400 young people, building engagement and relationships with young people and improving well-being. Theory of Change models evidence more young people taking part in local positive activities and an increased awareness of Anti-Social Behaviour and its impact on the local community

Supported and delivered over 25 crime and safety campaigns that aim to reduce seasonal or emerging threats crimes, promote victim services, raise awareness of crime prevention and help protect vulnerable people from becoming victims of exploitation.

Strong partnership structures continue to ensure robust responses, Joint Action Group (JAG) and youth JAG dealing with on average around 14 high risk cases a quarter.

Renewed Public Space Protection order to prevent individuals or groups of people committing anti-social behaviour in our public spaces.

We investigated 816 cases of anti -social behaviour.

Continued our proactive approach to licensing, including supporting the police with Test Purchasing operations

Established an anti-social behaviour working group in Housing, to ensure compliance with the 2024 Consumer Standards

Environmental Health (Environmental Protection) investigated 740 noise complaints resulting in the service of five legal notices to stop the noise; all other complaints resolved informally.



PLACES:

CORPORATE PLAN AIMS:

- Keep our borough clean, green and safe
- Keep our town centres vibrant and viable
- Protect and improve our parks and open spaces for everyone across the borough
- Improve the quality of existing homes and enable the delivery of affordable housing
- Inspire standards of urban design that create attractive places to live
- Support and celebrate our cultural, tourism and heritage facilities and events for the benefit of residents and businesses alike
- Reduce our impact on the environment by working with partners towards delivering our Climate Change Strategy

ACTION:

We will reduce our impact on the environment by reducing waste and encouraging recycling

Customer services supported the waste and recycling team by answering 17,258 calls regarding the service.

Successful recycling event held at Snap Dragon for young persons with interactive games and quizzes to test children's knowledge and understanding of how to recycle

Preparation for Governments waste collection changes including food waste collections from 2026 and collection of additional materials in line with "Simpler Recycling".

Continued to Support BID customers with an affordable commercial recycling collection service supplying bags to assist businesses with limited space to store bins.

Provided a comprehensive household collection service which already collects the main materials specified by forthcoming Simpler Recycling requirements due to commence from 31 March 2026.

Provided a garden waste collection service to 33,786 residents (77% of eligible residents) of the borough with circa 10,000 tonnes of garden waste being sustainably composted and used on a local farm thus treating and using the waste locally and sustainably.

2.2 million Recycling and garden waste collections completed per annum with overall cost of waste phh being 4th lowest amongst East Midlands Councils (Source LGA inform 2022/23).

Continued to deliver and climate change and biodiversity action plans to enable the council to become net zero as soon as possible.

Transitioned to HVO fuel for all Refuse Collection Vehicles cutting emissions by up to 90%.

Introduced a scheme to reduce waste by recycling items left in untenanted council properties

ACTION:

Re-imagine the town centre through a new masterplan to identify new opportunities that will secure the ongoing regeneration of Hinckley

A successful market with 25 traders on a Friday and Saturday making the town centre a vibrant place to be. Promotional videos commissioned as part of the UKSPF – with eight traders featured, to promote the market and services offered through social media channels.

The Hinckley Town Centre visioning document is a high-level document that identifies opportunities for investment and improvement to deliver physical, social and environmental aspirations for the town centre through a separate masterplan. The document will align with the emerging Local Plan and promote regeneration within the town centre as well as supporting the HBBC Economic Regeneration strategy.

We've delivered a range of heritage-led regeneration projects in Hinckley Town Centre as part of Historic England's High Street Heritage Action Zone programme. We worked with partners and property owners to collectively invest c.£1.65m on improvements to historic buildings and the public realm in the town centre. We've also produced guidance on property maintenance, installed heritage interpretation measures, and provided community and cultural events celebrating Hinckley's heritage.

ACTION:

Promote new affordable housing for rent and acquire and develop more council houses through our development programme

We acquired 12 new build homes in the financial year 2023/24.

We gained approval for the Peggs Close Regeneration project to begin.

ACTION:

We will promote and deliver an annual events calendar across the Borough to showcase our culture and heritage

Over the course of 2023/24 there were a total of 37 town centre events bringing in an additional 38,962 visitors which was an increase on footfall of 33.75%. The events included Proms in the Park, Christmas Light Switch On, Feast Hinckley and Snapdragon, all extremely popular events in Hinckley.

The Hinckley High Street Heritage Action Zone has through its Cultural Programme delivered a varied programme of events including a play 'Being Dora -A Hinckley Workhouse Romance' and a medieval festival held in the Mead

ACTION:

We will use our enforcement powers to protect the environment

Environmental Health (Environmental Protection) investigated 1145 complaints relating to legislation designed to protect the environment and the environmental health of the borough's residents.

Private Sector Housing have investigated hazards in 206 privately owned, rented or socially rented properties, taking appropriate enforcement action against those responsible wherever necessary.

Planning Enforcement investigated 270 complaints with regards to breaches of planning legislation across the borough.

Inspected 10 premises across the borough that hold an environmental permit, designed to control releases of pollutants to the environment.

ACTION:

Adopt a new Local Plan setting out how the borough will be developed in the future

We have adopted a new Local Development Scheme in February 2024, setting out a timetable for adoption of a new Local Plan.

We have resolved to accept a proportion of unmet housing need from Leicester City Council, working in partnership with all Leicestershire Local Planning Authorities to delivery housing across the market area.

The Planning Policy Team have progressed a new Local Plan to the next stage of public consultation. The Regulation 18 draft Local Plan seeks to identify strategic allocations to meet housing and employment needs across the borough to 2041.

We've undertaken a review of our existing Good Design Guide to ensure that it remains up to date. The guide sets out the characteristics of well-designed places and demonstrates what good design means in practice.

ACTION:

Deliver the 'Tiny Forest' initiative, bringing the environmental and health benefits of a traditional forest to small-spaced urban areas

Planted a new hedge on the boundary of Burbage common road (approx. 170 meters), Planted new hedges around floor retention basins at Gallus drive and Faray Drive (approx. 200 meters) and laid 30 meters of hedge at Burbage common.

Successful delivery of the free tree scheme for the second year distributing 27,000 free trees across the Borough (fully sponsored by two partners).

We established five housing sites to be used to enhance biodiversity, sites have been planted with wildflower turf/meadow and areas of grass left unmown to increase biodiversity.

Beating up & maintenance of plantations on Wykin Park, Brosdale drive, Roston Drive, Clifton way, Burbage common, Langdale park.

ACTION:

Increase the number of Electric Charging Vehicle points to help meet the future demand of electric powered vehicles

The Council now operates 50 Ev charge points (25 twin sockets) at six sites, five of which are publicly accessible.

Contributed to LCC's development of a countywide EV Charging Infrastructure strategy, and Local EV Infrastructure (LEVI) funding for EV chargepoints.

Building regulations, applicable to most new build housing developments, have been updated to include a requirement for EV charging points to individual dwellings.

ACTION:

Continue to support the delivery of neighbourhood plans for the borough giving local residents a greater say in development and growth in their area

The Planning Policy Team continues to support Neighbourhood Plans in the borough. This includes seven made neighbourhood plans, including two progressing reviews of made plans, together with four further neighbourhood plans progressing.

ACTION:

Our existing parks, open spaces and playgrounds will continue to meet high quality standards

New play area installed in Burbage common.

Refurbishment of Granville play area with safety surface repairs and refreshing existing play equipment.

Refurbishment of the moat at Argents Mead completed.

Re-lining of cycle tracks – Clarendon park.

Improvements carried out to brook course and footpaths at Jellicoe Way open Space.





PROSPERITY:

CORPORATE PLAN AIMS:

- Boost economic growth and regeneration by encouraging investment that will provide new jobs and places to live and work all over the borough
- Support the regeneration of our town centres and villages
- Support our rural communities
- Work with partners to raise aspirations and boost opportunities for training, employment and housing
- Support tourism partners in promoting local attractions and growing local visitor economy
- Ensure businesses are supported to safeguard and maintain local employment opportunities
- Provide direct investment in economic opportunities where opportunities arise and subject to the business case

ACTION:

We will encourage developers to employ local people and provide opportunities for their training and development

Participated in a national Employment and Skills Task Group with the LGA to develop a work and skills offer to the Government.

Developed a 'Education and Skills for a Strong Local Workforce' focus in the emerging HBBC Local Plan. This ensures any major developments proposed for the borough area must submit a Local Employment & Training Strategy (LETS) through S106 agreements to encourage training and upskilling of their employees and engage local schools in careers site visits. LETS are in place on the IM Properties Hinckley Park development and the new ALDI National Distribution Centre for both the construction and operational phases.

ACTION:

We will boost tourism through our Tourism Strategy

A new four-year Tourism Strategy was adopted in early 2024. This sets out a clear direction, evidence base and supporting action plan allowing the sector to grow.

Created and broadcast a podcast dedicated to promoting the new tourism strategy.

ACTION:

Deliver Twycross National Science and Conservation Centre

Following the successful bid for £19.9m of Levelling Up funds for the Twycross National Science and Conservation Centre, the council is supporting the zoo in progressing the project. This has included permission being granted by the Council's Planning Committee for an extension to the zoo to deliver a National Science and Conservation Centre.

ACTION:

We will support our rural areas to enhance their community facilities through our Rural Strategy and a range of funding initiatives

The annual Rural Conference was held which saw over 100 participants attend.

We have helped fund 21 community projects, at a total of £90,383 through the Parish And Community Initiative Fund.

Our Rural England Prosperity Fund aim is to help to improve productivity and strengthen the rural economy and rural communities. The £400,000 capital-only funding 2023 to 2025 supports the following four key themes: rural tourism sector businesses/organisations, wider rural small and micro enterprises, enhance our heritage and Improve community facilities.

Several community facilities have received funding to enhance their buildings. For example, new solar panels fitted to Sheepy Magna village hall roof were funded by both the PCIF grant and the rural prosperity grant fund

ACTION:

We will continue to bring businesses and education providers together to develop the skills needed to boost our local economy

Our annual TeenTech event which we jointly fund with MIRA Technology Institute (MTI) took place in February 2024. The event welcomed over 190 school pupils alongside business leaders as part of an event designed to inspire young people to think about careers in science, engineering and technology.

The annual Speed Networking took place at MTI in March 2024 where 70 students interviewed more than 30 ambassadors from automotive and engineering businesses at a speed networking event designed to inspire them with ideas for future careers.

ACTION:

We will invest directly in MIRA Technology Park and drive economic growth across the borough through the Economic Regeneration Strategy

Support MIRA Technology Park through a programme of projects to aid the recovery of the MIRA Enterprise Zone from the impacts of the coronavirus pandemic using historical business rates investment.

Partnership funding with LLEP of £2.5m and with MIRA putting in £2.5m to transform an existing building at MIRA Technology Park into a Low Carbon Innovation centre. Invested £8million into hydrogen energy hubs and other key infrastructure to unlock further inward investments.

ACTION:

We will provide advice and support to local businesses to ensure their long-term viability

Vacancy rates in Hinckley town remain below the National average (12.4%) currently running at 10.52% for March 2024.

Atkins Building has launched a new business service Atkins Building Co Working for local businesses and employees to be able to rent a desk flexibly when needed. The Co working aims to provide a viable alternative to the traditional office ideal for start-ups and freelancers and for employees a location where they can meet colleagues etc for in person collaborative working. The co Working space also aims to combat loneliness and isolation and provide opportunities for social interaction and networking.

Through our UK Shared Prosperity Fund (SPF) allocation we have worked with districts across Leicestershire to commission a business support and advice service. The Leicestershire Business Advice Service project includes business advisors to provide one-to-one support, specialist sectors advice and start-up support.

Launched a monthly Economic Regeneration News e-newsletter to signpost businesses to the latest business support, events, news and grant funding information.

Our business rates team have applied Retail Hospitality and Leisure relief to all businesses that are eligible whilst promoting any other discounts and reliefs to customers may be eligible for.

Continued to undertake food inspections to ensure the health and safety of all premises serving and selling food.



SUPPORTING ACTIVITIES

Corporate Plan supporting activities:

Provide quality services, good value for money and make the best use of our assets

We published our Productivity Plan earlier in the summer (2024) identifying many of our services delivered at a cost well below the average for district councils across the country (Source LG Inform Value for Money Profiles)

Facilitated NHS co-location into Hinckley Hub which has had a significant impact on service delivery, cost efficiency, collaboration and partnership working and community engagement. HBBC's share of the building's operating costs alone has reduced from 67% to 48%, a saving of £310,000 per year.

Our website has been assessed and placed joint-first of UK councils every month in the last 12 months for WEB Site Accessibility.

We have increased cyber security through deploying new technologies, SpecOps Password manager and Security HQ Managed Detect and Response Service. We have increased staff cyber awareness through Learning and development (NCSC Cyber awareness course on LearningPool) and through regular staff bulletins highlighting cyber themes, such as physical security, email security and other topics. We have tested staff awareness with simulated phishing campaigns achieving encouraging results.

We have increased stability and availability of ICT systems regularly achieving over 99% uptime since November 2023.

We have successfully maintained our Public Sector Network accreditation for ICT (2023-24)

Reduced our fleet carbon emissions by 644 tonnes through the use of HVO (bio diesel) and first five electric vehicles now deployed on our fleet.

To meet the challenges and opportunities of the national digitisation of telephone networks we rolled out a programme of upgrading our community alarms to digital lifelines helping to support older and vulnerable residents across the borough

Ensured that 100% of properties within our stock requiring a Fire Risk Assessment have one in place.

Statutory Compliance Group established to monitor compliance across our housing stock meeting our legal requirements and ensuring that tenants are safe.

From April 2023 to end of March 2024, we sent 92 email newsletters to borough residents who have subscribed to receive them. These were successfully delivered to 759,273 people. There were 423,940 unique opens (with 695,688 total opens). This is an average open rate of 51.42% which is above the average rate of 40.55% for government emails.





Hinckley & Bosworth Borough Council

Forward timetable of consultation and decision making

Council 1 October 2024

Wards affected: All wards

Local Government Boundary Commission Review – Council Size Submission

Report of Director of Corporate & Streetscene Services

1. Purpose of report

- 1.1 To set out to members the council size proposal to the Local Government Boundary Commission for England (LGBCE) as part of the full review of electoral boundaries within the district.

2. Recommendation

- 2.1 To approve the submission on Council size to the Local Government Boundary Commission as part of the full review of electoral boundaries within the district.
- 2.2 To approve the proposal to increase the number of members from 34 to 36.
- 2.3 To approve the creation of a Member Working Group for completion of the next stage of the review which will consider ward boundaries.

3. Background to the report

- 3.1 The Local Government Boundary Commission for England is a parliamentary body established by statute to conduct boundary, electoral and structural reviews of local government area in England. The Commission is an independent body separate from the government and political parties. It is directly accountable to the Speaker's Committee of the House of Commons.
- 3.2 The Local Government Boundary Commission has a duty to review every English local authority from 'time to time'. They have requested a review of

Hinckley & Bosworth Borough Council as it is now 22 years since the last review was carried out.

3.3 There are 2 phases to the review:

Phase 1 Council Size

Before ward boundaries are considered, the LGBCE will come to a view on the total number of councillors to be elected to the council in future.

Phase 2 Ward boundaries

Ward boundaries will be considered and potentially re-drawn so they meet the LGBCE's statutory criteria. The council has an opportunity to put forward its suggestions on ward numbers / boundaries during the consultation phases. It is proposed a Working group of councillors is created to work on this process.

3.4 A draft submission based on the template provided by the Commission is attached at Appendix A. The recommended councillor size is based on officer opinion taking into account available evidence, as provided by the LGBCE and as presented to members last year.

3.5 Currently the electorate/member ratio is 2,649:1. In comparison to our nearest neighbour group of authorities (compiled by LGBCE), Hinckley & Bosworth Borough Council has a relatively high number of electors per councillor. The electorate of the borough is due to increase by approximately 5% by 2030 which would give a ratio of 2784:1 which would be even higher.

3.6 If the member numbers increase to 36 as proposed, then the ratio in 2030 would be 2629:1 which would bring it closer to our comparators. Whilst there could be an argument to further increase member numbers, this would not seem proportionate given the nature of the borough, current demand of the existing members and the governance model.

3.7 Officers do not believe there would any negative consequences to the effective governance of the Council with an increase of two Councillors and it can only be a positive change.

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

4.1 Report to be taken in open session.

5. Financial implications [AW]

5.1 None arising directly from the report. However, should member numbers increase, the implications will be in line with the Members Allowance Scheme in place at that time.

6. Legal implications [ST]

6.1 None arising directly from the report.

7. Corporate Plan implications

- 7.1 As it relates to the number of council members, the proposal will impact upon all aspects of the Corporate Plan.

8. Consultation

- 8.1 The LGBCE undertake a full consultation as part of their review including a number of stakeholders. Members are also able to submit their own individual views to the LGBCE as part of that consultation process.

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.

10. Knowing your community – equality and rural implications

- 10.1 An increase in members may enable greater availability of members to the community which will be a positive impact.

11. Climate implications

- 11.1 None arising directly from the proposal.

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: Julie Kenny
Executive member: Councillor S Bray

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Hinckley and Bosworth Borough Council

Council Size Submission: Template

Submission from Hinckley and Bosworth Borough Council

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Other Issues	7

How to Make a Submission

It is recommended that submissions on future governance arrangements and council size follow the guidance provided and use the format below as a template. Submissions should be treated as an opportunity to focus on the future needs of the council and not simply describe the current arrangements. **Submissions should also demonstrate that alternative council sizes have been considered in drawing up the proposal and why you have discounted them.**

The template allows respondents to enter comments directly under each heading. It is not recommended that responses be unduly long; as a guide, it is anticipated that a 15 to 20-page document using this template should suffice. Individual section length may vary depending on the issues to be explained. Where internal documents are referred to URLs should be provided, rather than the document itself. It is also recommended that a table is included that highlights the key paragraphs for the Commission's attention.

'Good' submissions, i.e. those that are considered to be most robust and persuasive, combine the following *key success components* (as set out in the guidance that accompanies this template):

- Clarity on objectives
- A straightforward and evidence-led style
- An understanding of local place and communities
- An understanding of councillors' roles and responsibilities

About You

The respondent should use this space to provide the Commission with a little detail about who is making the submission, whether it is the full Council, Officers on behalf of the Council, a political party or group, a resident group, or an individual.

This submission is made by Full Council and Officers of Hinckley & Bosworth Borough Council.

Reason for Review (Request Reviews Only)

Please explain the authority's reasons for requesting this electoral review; it is useful for the Commission to have context. *NB/ If the Commission has identified the authority for review under one of its published criteria, then you are not required to answer this question.*

This review is being conducted by the Local Government Boundary Commission for England (LGBCE) at its own behest, as the last review was conducted in 2002 and as such a periodic review is now due.

Electoral data from December 2023 shows that five wards have an electoral imbalance greater than +/- 10% from the average. Forecast electorates for mid-2030 show that whilst the number of wards showing an imbalance does not alter, the magnitude of the imbalance grows in all of them, and one further ward reaches +10%, indicating that this electoral review is timely.

The Context for your proposal

Your submission gives you the opportunity to examine how you wish to organise and run the council for the next 15 - 20 years. **The consideration of future governance arrangements and council size should be set in the wider local and national policy context.** The Commission expects you to challenge your current arrangements and determine the most appropriate arrangements going forward. In providing context for your submission below, please demonstrate that you have considered the following issues.

- When did your Council last change/reorganise its internal governance arrangements and what impact on effectiveness did that activity have?
- To what extent has transference of strategic and/or service functions impacted on the effectiveness of service delivery and the ability of the Council to focus on its remaining functions?
- Have any governance or capacity issues been raised by any Inspectorate or similar?
- What influence will local and national policy trends likely have on the Council as an institution?
- What impact on the Council's effectiveness will your council size proposal have?

Hinckley and Bosworth Borough Council currently comprises 34 members, made up of 23 Liberal Democrat members, 9 Conservative members, one Labour member and one Independent member. The Council operates a Leader and Executive system, which comprises of six members, plus the Leader. Elections are held on an "all-out" basis every four years, with the next local elections due in May 2027.

The Leader and Executive system, which has been a cornerstone of our organisational structure since its inception in the year 2000, has now been in place for over two decades. This system was established with the aim of providing a clear and effective framework for leadership and decision-making within the council, and contributes to the overall stability and continuity of our operations.

Despite the passage of time and the evolving landscape in which we operate, there has been no request or desire to review this system. There is a high level of satisfaction with the current structure, and no significant concerns or issues have been raised that would necessitate a comprehensive evaluation. The Leader and Executive system functions effectively, meeting the needs and expectations of the council, our residents, and other stakeholders.

The council is, however, proposing that the number of councillors for Hinckley and Bosworth Borough Council is increased from 34 to 36. We believe this will recognise the electorate growth in the borough since the last review and accommodate the forecast growth over the next few years.

Local Authority Profile

Please provide a short description of the authority and its setting, in particular the local geography, demographics and community characteristics. This should set the scene for the Commission and give it a greater understanding of any current issues. The description should cover all of the following:

- Brief outline of area - are there any notable geographic constraints for example that may affect the review?
- Rural or urban - what are the characteristics of the authority?
- Demographic pressures - such as distinctive age profiles, migrant or transient populations, is there any large growth anticipated?
- Community characteristics – is there presence of “hidden” or otherwise complex deprivation?
- Are there any other constraints, challenges, issues or changes ahead?

Further to providing a description, the Commission will be looking for a submission that demonstrates an understanding of place and communities by putting forth arguments on council size based upon local evidence and insight. For example, how does local geography, demographics and community characteristics impact on councillor casework, workload and community engagement?

Hinckley and Bosworth Borough Council is characterized by a diverse physical geography that reflects its location at the heart of England. The borough, which covers the southwest corner of Leicestershire, is bordered by the East and West Midlands and is situated between the major cities of Leicester, Birmingham, and Coventry.

The largest town in the borough is Hinckley, which serves as the administrative centre. The urban landscape of Hinckley is complemented by neighbouring towns including Burbage, Barwell, and Earl Shilton, creating a mix of residential and commercial areas.

The remainder of the Borough is largely rural, although there are some further significant settlements including Groby, Ratby and Market Bosworth. The west of the borough contrasts sharply with the urban areas, as it is largely flat and dominated by the River Sence flood plain. This rural expanse consists of numerous small villages and hamlets that dot the landscape, contributing to the borough’s pastoral charm.

Agriculture plays a significant role in the rural economy, with the flat terrain providing fertile ground for various crops. The River Sence not only shapes the land but also supports biodiversity and acts as a natural resource for irrigation.

The borough’s geography also includes several important transportation links that connect it to other parts of the country. The M1 runs through the Borough, and the south-west boundary is defined by the Roman Road of Watling Street, now better known as the A5. The main railway line running west from Leicester also crosses the eastern part of the borough.

Population and Density: The area is home to approximately 113,700 residents, with a population density of 990 people per square mile, although the distribution varies widely between the urban and rural areas. This population has grown by 8.1% since the 2011 census, outpacing the national average growth rate.

Age Distribution: The demographic is relatively mature, with an average age of 42 years and a median age of 43. This suggests a stable, possibly aging population that could impact local

services and infrastructure needs in future years.

Gender Balance: There is a slight female majority, with women making up 50.7% of the population. This balance is typical for many areas of the United Kingdom.

Ethnicity: Ethnically, Hinckley and Bosworth is predominantly white British (95%), with a small percentage (2%) identifying as White Other. The ethnic homogeneity indicates a population with shared cultural backgrounds.

Socio-Economic Factors: A portion of the population (7.1%) lives in areas classified as deprived on a national scale.

Birthplace: A significant majority (93.6%) of residents were born in England, which points to a population with deep roots in the region.

Parish Arrangements: The majority of the borough is covered by Civil Parish areas and their associated Parish Councils, with the exception being the main town of Hinckley, north of the railway line, which remains unparished. There has been significant interest from communities within Hinckley & Bosworth in preparing neighbourhood plans, indicating a high level of local engagement and a desire to shape their own development.¹

THE HINCKLEY & BOSWORTH CORPORATE PLAN

A place of opportunity

Our corporate plan for 2024 to 2028 sets out our vision in creating great places to live, work and enjoy. This plan will be supported and delivered by council services working together as one team and with trusted partners in accordance with the council's key values.

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

Council Size

The Commission believes that councillors have three broad aspects to their role. These are categorised as: **Strategic Leadership, Accountability (Scrutiny, Regulatory and Partnerships), and Community Leadership**. Submissions should address each of these in turn and provide supporting evidence. Prompts in the boxes below should help shape responses.

Strategic Leadership

Respondents should provide the Commission with details as to how elected members will provide strategic leadership for the authority. Responses should also indicate how many members will be required for this role and why this is justified. **Responses should demonstrate that alternative council sizes have been explored.**

¹ https://www.hinckley-bosworth.gov.uk/info/200422/Current_and_proposed_neighbourhood_plans

Topic		
Governance Model	<i>Key lines of explanation</i>	<ul style="list-style-type: none"> ➤ <i>What governance model will your authority operate? e.g. Committee System, Executive or other?</i> ➤ <i>The Cabinet model, for example, usually requires 6 to 10 members. How many members will you require?</i> ➤ <i>If the authority runs a Committee system, we want to understand why the number and size of the committees you propose represents the most appropriate for the authority.</i> ➤ <i>By what process does the council aim to formulate strategic and operational policies? How will members in executive, executive support and/or scrutiny positions be involved? What particular demands will this make of them?</i> ➤ <i>Whichever governance model you currently operate, a simple assertion that you want to keep the current structure does not in itself, provide an explanation of why that structure best meets the needs of the council and your communities.</i>
	Analysis	<ul style="list-style-type: none"> ➤ The authority operates a Leader and Cabinet (Executive) model ➤ The Executive consists of 7 members including the Leader ➤ Policies are drafted by officers, often in consultation with the Executive member. They will then be presented informally to the Executive at a briefing before being considered by the Scrutiny Commission and then Executive (formally) or in a limited number of cases, Council (for policies / strategies / matters reserved for Council). ➤ Personnel policies will be the responsibility of the Ethical Governance & Personnel Committee and follow a different route – usually via only Executive Briefing. As the process involves most reports going to Executive Briefing following involvement of the Executive member, before a decision by formal Executive, this has demands on their time. ➤ We propose that the Council maintains the current Leader and Cabinet model with 7 members including the Leader. This continues to be an effective governance model for the authority as it broadly reflects the service groups within the Council and enables effective and efficient decision making and policy development.

Portfolios	<i>Key lines of explanation</i>	<ul style="list-style-type: none"> ➤ <i>How many portfolios will there be?</i> ➤ <i>What will the role of a portfolio holder be?</i> ➤ <i>Will this be a full-time position?</i> ➤ <i>Will decisions be delegated to portfolio holders? Or will the executive/mayor take decisions?</i>
	Analysis	<ul style="list-style-type: none"> ➤ There are 7 portfolios, and no change to this is envisaged: <ul style="list-style-type: none"> - Leader of the Council, including external relations, communications, regeneration & town centres (including car parks), corporate & member services - Deputy Leader, including leisure, culture, tourism, arts, equalities, health & wellbeing - Executive member for housing & community safety - Executive member for planning - Executive member for finance, ICT and asset management - Executive member for parks, open spaces and neighbourhood services - Executive member for climate change, environment and rural affairs ➤ The role of a portfolio holder is to work closely with the relevant head of service, be the spokesperson for reports from that service area, present reports in Executive and Council meetings ➤ Portfolio holders are considered to be part-time positions, with the Leader's role requiring slightly more hours although not full time ➤ There is some level of decision making delegated to portfolio holders, although the majority will be taken by the Executive as a body
Delegated Responsibilities	<i>Key lines of explanation</i>	<ul style="list-style-type: none"> ➤ <i>What responsibilities will be delegated to officers or committees?</i> ➤ <i>How many councillors will be involved in taking major decisions?</i>
	Analysis	<ul style="list-style-type: none"> ➤ Many decisions are taken by the Executive (7 members), with the exception of those matters reserved for Council (34 members). ➤ Part 2, of the Constitution details the roles and responsibilities (and decision making) of the Executive, Council bodies, Working Groups, Overview & Scrutiny and Member Champions.

		<ul style="list-style-type: none"> ➤ Decisions are delegated in accordance with the council’s constitution – day to day decision making is carried out by appropriate officers in accordance with the Scheme of Delegation and in accordance with Financial Regulations. These arrangements all contribute to the economic, efficient and effective operation of the Council. ➤ The whole constitution including delegation arrangements are reviewed on an annual basis as a minimum and any updates required are approved by Full Council.
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Accountability

Give the Commission details as to how the authority and its decision makers and partners will be held to account. The Commission is interested in both the internal and external dimensions of this role. **Responses should demonstrate that alternative council sizes have been explored.**

Topic	
Internal Scrutiny	The scrutiny function of authorities has changed considerably. Some use theme or task-and-finish groups, for example, and others have a committee system. Scrutiny arrangements may also be affected by the officer support available.

<i>Key lines of explanation</i>	<ul style="list-style-type: none"> ➤ <i>How will decision makers be held to account?</i> ➤ <i>How many committees will be required? And what will their functions be?</i> ➤ <i>How many task and finish groups will there be? And what will their functions be? What time commitment will be involved for members? And how often will meetings take place?</i> ➤ <i>How many members will be required to fulfil these positions?</i> ➤ <i>Explain why you have increased, decreased, or not changed the number of scrutiny committees in the authority.</i> ➤ <i>Explain the reasoning behind the number of members per committee in terms of adding value.</i>
Analysis	<ul style="list-style-type: none"> ➤ Decision makers are held to account by the Scrutiny Commission ➤ Pre-decision Scrutiny is one of the ways in which Scrutiny holds the Executive to account ➤ There are two overview & scrutiny bodies – an overarching Scrutiny Commission and a Finance & Performance Scrutiny body. The Scrutiny Commission will consider all matters not covered by Finance & Performance Scrutiny (which considers financial matters including budget

	<p>monitoring, performance against indicators, corporate risks)</p> <ul style="list-style-type: none"> ➤ There are an average of two task & finish groups per year, their remit will depend on matters arising from the Scrutiny Commission’s work programme. The time commitment will be around five hours per month including preparation for meetings, attending meetings and any follow-up work. Meetings are likely to be monthly ➤ There are typically around six members on each working group ➤ We wish to keep the overview & scrutiny structure as it is currently as it works very well, members are familiar with the remit of each body and it allows for all areas to be scrutinised effectively, without creating an unreasonable number of meetings for members ➤ There are currently 11 members of the Scrutiny Commission to ensure a wide level of experience is brought to the group and that it can be political balanced. There are nine members of Finance & Performance Scrutiny which allows all members to input into the debate and formulation of recommendations. 				
<p>Statutory Function</p>	<p>This includes planning, licencing and any other regulatory responsibilities. Consider under each of the headings the extent to which decisions will be delegated to officers. How many members will be required to fulfil the statutory requirements of the council?</p>				
<p>Planning</p>	<table border="1"> <tr> <td data-bbox="359 1178 544 1547"> <p>Key lines of explanation</p> </td> <td data-bbox="544 1178 1449 1547"> <ul style="list-style-type: none"> ➤ <i>What proportion of planning applications will be determined by members?</i> ➤ <i>Has this changed in the last few years? And are further changes anticipated?</i> ➤ <i>Will there be area planning committees? Or a single council-wide committee?</i> ➤ <i>Will executive members serve on the planning committees?</i> ➤ <i>What will be the time commitment to the planning committee for members?</i> </td> </tr> <tr> <td data-bbox="359 1547 544 2036"> <p>Analysis</p> </td> <td data-bbox="544 1547 1449 2036"> <ul style="list-style-type: none"> ➤ What proportion of planning applications will be determined by members? ➤ For the latest year which is typical, members considered 6% of all planning applications. ➤ Open dialogue with members has always taken place on this matter and the view is that there is sufficient delegation to officers, so this is unlikely to change ➤ There will continue to be a single council-wide committee rather than area based </td> </tr> </table>	<p>Key lines of explanation</p>	<ul style="list-style-type: none"> ➤ <i>What proportion of planning applications will be determined by members?</i> ➤ <i>Has this changed in the last few years? And are further changes anticipated?</i> ➤ <i>Will there be area planning committees? Or a single council-wide committee?</i> ➤ <i>Will executive members serve on the planning committees?</i> ➤ <i>What will be the time commitment to the planning committee for members?</i> 	<p>Analysis</p>	<ul style="list-style-type: none"> ➤ What proportion of planning applications will be determined by members? ➤ For the latest year which is typical, members considered 6% of all planning applications. ➤ Open dialogue with members has always taken place on this matter and the view is that there is sufficient delegation to officers, so this is unlikely to change ➤ There will continue to be a single council-wide committee rather than area based
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		<ul style="list-style-type: none"> ➤ Executive members are permitted to sit on the committee, with the exception of the Executive member for planning ➤ Planning Committee meetings last between 1.5 and 3 hours and will take place every four weeks. Members can be expected to spend the same number of hours preparing for each meeting, in addition to dealing with queries and casework from residents in relation to applications and attending site visits (approximately 2 hours every four weeks)
Licensing	<i>Key lines of explanation</i>	<ul style="list-style-type: none"> ➤ <i>How many licencing panels will the council have in the average year?</i> ➤ <i>And what will be the time commitment for members?</i> ➤ <i>Will there be standing licencing panels, or will they be ad-hoc?</i> ➤ <i>Will there be core members and regular attendees, or will different members serve on them?</i>
	Analysis	<ul style="list-style-type: none"> ➤ The Council have on average six panels per year ➤ The hearings each take approximately half a day including preparation ➤ There is a also a standing Licensing Committee which will meet on an ad hoc basis – usually once or twice a year, then Licensing Panels which will be set up when a hearing is required ➤ There are currently 11 members of the Licensing Committee, from which three plus a reserve will be selected when required. It is intended that, with the exception of the chair, attendance will be rotated, however in practice it is often the same members who are able to attend each panel.
Other Regulatory Bodies	<i>Key lines of explanation</i>	<ul style="list-style-type: none"> ➤ <i>What will they be, and how many members will they require?</i> ➤ <i>Explain the number and membership of your Regulatory Committees with respect to greater delegation to officers.</i>
	Analysis	<p>Audit Committee</p> <ul style="list-style-type: none"> ➤ The Audit Committee consists of 11 members including the Chair of the Scrutiny Commission but not including any members of the Executive. ➤ The Audit Committee usually meets every 8 weeks and its responsibilities include: <ul style="list-style-type: none"> • Agree and monitor the delivery of the audit plan • Receive audit reports • Approving the Annual Governance Statement and Statement of Accounts

		<p>Ethical Governance & Personnel Committee (EGPC)</p> <ul style="list-style-type: none"> ➤ This committee consists of 9 members of the council, including a minimum of one member of the Executive. ➤ The EGPC usually meets every 8 weeks and its responsibilities include: <ul style="list-style-type: none"> • Promoting and maintaining high standards of conduct from members • Considering referred complaints about parish and borough councillors • Approving employee policies
External Partnerships		Service delivery has changed for councils over time, and many authorities now have a range of delivery partners to work with and hold to account.
<i>Key lines of explanation</i>		➤ <i>Will council members serve on decision-making partnerships, sub-regional, regional or national bodies? In</i>
		<p><i>doing so, are they able to take decisions/make commitments on behalf of the council?</i></p> <ul style="list-style-type: none"> ➤ <i>How many councillors will be involved in this activity? And what is their expected workload? What proportion of this work is undertaken by portfolio holders?</i> ➤ <i>What other external bodies will members be involved in? And what is the anticipated workload?</i>
	Analysis	<ul style="list-style-type: none"> ➤ Some members sit on external bodies. The Leicestershire Revenues & Benefits Partnership is a key partnership body on which two members serve. Meetings are quarterly and there is little workload other than preparation for the meetings. ➤ There are two members appointed to the Revenues & Benefits Partnership Joint Committee, both of which are Executive members ➤ There will be a small number appointed to local and national outside bodies as the council's representatives and they will be authorised to make decisions on behalf of the authority. This is a mixture of Executive and non-Executive members. Frequency of meetings varies between bodies.

Community Leadership

The Commission understands that there is no single approach to community leadership and that members represent, and provide leadership to, their communities in different ways. The Commission wants to know how members are required to provide effective community leadership and what support the council offers them in this role. For example, does the authority have a defined role and performance system for its elected members? And what

support networks are available within the council to help members in their duties? The Commission also wants to see a consideration of **how the use of technology and social media by the council as a whole, and by councillors individually, will affect casework, community engagement and local democratic representation. Responses should demonstrate that alternative council sizes have been explored.**

Topic		Description
Community Leadership	Key lines of explanation	<ul style="list-style-type: none"> ➤ <i>In general terms how do councillors carry out their representational role with electors?</i> ➤ <i>Does the council have area committees and what are their powers?</i> ➤ <i>How do councillors seek to engage with their constituents? Do they hold surgeries, send newsletters, hold public meetings or maintain blogs?</i> ➤ <i>Are there any mechanisms in place that help councillors interact with young people, those not on the electoral register, and/or other minority groups and their representative bodies?</i> ➤ <i>Are councillors expected to attend community meetings, such as parish or resident’s association meetings? If so, what is their level of involvement and what roles do they play?</i> ➤ <i>Explain your approach to the Area Governance structure. Is your Area Governance a decision-making forum or an advisory board? What is their relationship with locally elected members and Community bodies such as Town and Parish Councils? Looking forward how could they be improved to enhance decision-making?</i>
	Analysis	<ul style="list-style-type: none"> ➤ <i>In general terms how do councillors carry out their representational role with electors?</i> ➤ Councillors are actively involved within their Wards and most consider themselves to play a pro-active part in the communities they represent. ➤ There are a number of ‘twin hatters’ and ‘triple hatters’ with councillors representing constituents on Hinckley & Bosworth Borough Council, Leicestershire County Council as well as a Parish or Town Council. ➤ Councillors carry out patch walks, produce their own letters and information to hand deliver, and are generally known and visible in their local area. Some of the local groups produce regular newsletters updating on what’s happening in the area, for example planning matters. Councillors’ direct contact details are available to the public and councillors are generally responsive to contact

		<ul style="list-style-type: none"> ➤ The council does not have area committees in the true sense, however there is a body “Hinckley Area Committee” which oversees the special expenses budget ➤ Councillors do not hold surgeries with the support of the council – some may do so informally in their local areas. Many of those in parished areas will continue to present a ‘borough councillor’ report to their local parish council meeting(s), include a column in the local or parish newspaper or are active on social media ➤ The council undertakes work with young people and there are various way in which councillors can get involved ➤ Borough councillors often present a report to their parish council meeting(s) and remain in the meeting to answer any questions where necessary ➤ Those elected members from parished areas are mostly very engaged with the parish council. The council reaches out to parish councils as part of various projects, sometimes via the relevant portfolio holder. ➤ The proposed increase to 36 members should alleviate demands to some extent on the current number of 34.
Casework	<i>Key lines of explanation</i>	<ul style="list-style-type: none"> ➤ <i>How do councillors deal with their casework? Do they pass it on to council officers? Or do they take a more in-depth approach to resolving issues?</i> ➤ <i>What support do members receive?</i>
		<ul style="list-style-type: none"> ➤ <i>How has technology influenced the way in which councillors work? And interact with their electorate?</i> ➤ <i>In what ways does the council promote service users’ engagement/dispute resolution with service providers and managers rather than through councillors?</i>
	Analysis	<ul style="list-style-type: none"> ➤ More experienced councillors will often deal with casework themselves, whereas the less experienced will seek officer support in resolving issues ➤ Members have direct access to senior officers and the extended leadership team, along with support from Democratic Services in directing queries and following up matters

		<ul style="list-style-type: none"> ➤ Councillors receive a lot more queries via email and social media, however some of them have not maximised the use of social media in engaging with the public ➤ If a query or complaint is received via a councillor, the councillor usually remains engaged in the case, however officers wouldn't usually approach a councillor for dispute resolution purposes and typically deal with members of the public directly. ➤ In general, Councillors take their own individual approach to dealing with their casework, this could include referring to an officer for help and advice, utilising training material such as the Members Handbook which provides useful signposting guidance and fellow Ward Councillors. ➤ A Member Development Group considers training and wellbeing needs of elected members ➤ The Democratic Services Manager generally provides a first point of contact for Member enquiries, ➤ Technology has become increasingly important in supporting Council business and Members have all been provided with the opportunity to have a laptop and all Members have council email addresses assigned to them upon appointment.
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Other Issues

There are no other issues to bring to the attention of the LGBCE.

Summary

In following this template respondents should have been able to provide the Commission with a robust and well-evidenced case for their proposed council size; one which gives a clear explanation as to the governance arrangements and number of councillors required to represent the authority in the future.

Use this space to summarise the proposals and indicate other options considered. Explain why these alternatives were not appropriate in terms of their ability to deliver effective Strategic Leadership, Accountability (Scrutiny, Regulation and Partnerships), and Community Leadership.

The Council is of the view that the number of elected members for Hinckley and Bosworth Borough Council should increase from 34 to 36.

Currently the electorate/member ratio is 2,649:1. In comparison to our nearest neighbour group of authorities (compiled by LGBCE), Hinckley & Bosworth Borough Council has a relatively high number of electors per councillor. The electorate of the borough is due to

increase by approximately 5% by 2030 which would give a ratio of 2784:1 which would be even higher.

If the member numbers increase to 36 as proposed, then the ratio in 2030 would be 2629:1 which would bring it closer to our comparators. Whilst there could be an argument to further increase member numbers, this would not seem proportionate given the nature of the borough, current demand of the existing members and the governance model.

The executive model of governance (with a Cabinet) is well established at the Council and has proven to work well. Increasing the number of councillors will simply require the committee membership and political balance to be reviewed and amended accordingly.

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