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Chief Executive

Date: 20 January 2012



Hinckley & Bosworth
Borough Council

A Borough to be proud of

To: Members of the Hinckley Area Committee

Mr JG Bannister (Chairman)
Mrs L Hodgkins (Vice-Chairman)
Mr DC Bill
Mr SL Bray
Mr DS Cope

Mr KWP Lynch
Mr MT Mullaney
Mr K Nichols
Miss DM Taylor
Ms BM Witherford

Copy to all other Members of the Council

(other recipients for information)

Dear Councillor,

There will be a meeting of the **HINCKLEY AREA COMMITTEE** in the Council Chamber on **MONDAY, 30 JANUARY 2012 at 5.30 pm** and your attendance is required.

The agenda for the meeting is set out overleaf.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Denise Bonser'.

Denise Bonser
Democratic Services Officer

HINCKLEY AREA COMMITTEE - 30 JANUARY 2012

A G E N D A

1. APOLOGIES AND SUBSTITUTIONS

2. MINUTES OF PREVIOUS MEETING (Pages 1 - 4)

To confirm the minutes of the meeting held on 24 January 2011 attached.

3. 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.**

4. HINCKLEY (SPECIAL EXPENSES) AREA REVENUES BUDGET 2012/13 (Pages 5 - 10)

Report of the Deputy Chief Executive (Corporate Direction) attached.

5. CAPITAL PROGRAMME 2011/12 TO 2014/15 (Pages 11 - 14)

Agenda Item 2

HINCKLEY & BOSWORTH BOROUGH COUNCIL

HINCKLEY AREA COMMITTEE

24 JANUARY 2011 AT 6.00 P.M.

Present: Ms. B.M. Witherford – Chairman
Ms W A Moore - Vice Chairman

Messrs. D.C. Bill, S.L. Bray, D.S. Cope, C.G. Joyce, K.W.P. Lynch and D.O. Wright

Officers in attendance: Mr. D. Bunker, Mrs. P. I. Pitt and Mrs. C. Roffey

429 APOLOGY

An apology for absence was submitted on behalf of Mr. K. Nichols.

430 MINUTES (HAC3)

It was moved by Mr. Bray, seconded by Mr. Cope and

RESOLVED - the minutes of the meeting held on 14 June 2010 be confirmed and signed by the Chairman.

Mr. Bill entered the meeting at 6.03 p.m.

431 NEIGHBOURHOOD WATCH SCHEMES – GRANT FINDING

Mrs. Jackie Saunt, Development Officer of Hinckley West Neighbourhood Watch attended by invitation for this item and reported on how that Body's grant funding had been spent in 2010/11 and how any future funding which was allocated might be used. Currently National Grid supported this Group by paying for the printing of its monthly newsletters, but it was uncertain how long this would continue. Members then considered alternative means of assisting with the production of the newsletter should National Grid need to withdraw its support.

Mr. Joyce entered the meeting at 6.10 p.m.

Various funding initiatives such as the Big Lottery and the Parish and Community Initiative Fund were then discussed, following which Members invited Mrs. Saunt on behalf of her organisation to submit a 'wish list' for consideration, via the Leader of the Council.

At the conclusion of the Presentation Members paid tribute to the working of Hinckley West Neighbourhood Watch and commended the group on its success.

432 HINCKLEY (SPECIAL EXPENSES) AREA REVENUE BUDGET 2011/12 (HAC4)

Circulated at the meeting was a slightly revised version of the report of the Deputy Chief Executive (Corporate Direction). Prior to consideration by Council the Committee was presented with the revenue budgets and the Council Tax for 2011/12 for the Special Expenses Area of Hinckley. Although the officer's recommendation was for a zero increase (i.e. no increase in Council Tax) it was suggested by the Leader of the Council that the precept be reduced by 1%. Additionally, Members were agreed that the sum of £30,000 be set aside from the Special Expenses Area Reserve as a means of funding appropriate bids.

On the motion of Mr. Lynch, seconded by Mr. Bray it was

RECOMMENDED – the sum of £30,000 be set aside from the Special Expenses Area Reserve in order to fund suitable projects and on the motion of Mr. Bray, seconded by Mr. Bill it was

RECOMMENDED – in so far as the Council Tax base is concerned there be a 1% reduction in the precept.

433 CAPITAL PROGRAMME 2010/11 TO 2013/14 (HAC5)

Again, prior to consideration by Council, Members were called upon to consider the proposed capital programme for the Hinckley Special Expenses Area for the years 2010/11 to 2013/14. The appendix to the report of the Deputy Chief Executive (Corporate Direction) listed the proposed Hinckley Special Expenses Area capital schemes, together with costs and external fundings. The revenue consequences of such schemes would be included in future years' Hinckley Special Expenses Area revenue budgets. Briefly referred to was the fact that works on the Ashby Road cemetery extension were now complete and that the issue of the development of Brodick Road open space should now be addressed. It was suggested that this take the form of natural or semi-natural open space or community woodland. A steer from the public was essential and the Public Space Manager undertook to examine the options available, with a view to producing a plan which would form the basis of any consultation process. The Leader of the Council would be kept fully informed on the nature of this. Discussion arose regarding the intention, in consequence of the likely allocation of Section 106 monies, to undertake minor improvements to Queens Park. Brief reference was then made by officers to the Council's Section 106 Forum, whose role was to ensure that monies were being used in accordance with the Agreements. The Leader of the Council undertook to look into the standing of that Forum.

434 GREEN SPACE STRATEGY

The Committee was reminded that the Council had adopted this in 2005 and that the 5-year Action Plan with the Strategy had set out the proposed capital spending from 2005/06 onwards. Presented to Members at the meeting was a summary of the implementation of projects within the Action Plan. As previously referred to there was a need to develop the Brodick Road open space and the view was expressed that although removed

from the Capital Programme works to improve the Preston Road play area should be reinstated.

A new Strategy and Action Plan were being developed and would in part be based on the provisions of Planning Policy Guidance Note 17. Members were invited to suggest projects which they considered should be included in the new Plan.

Mr. Bill left the meeting at 7.12 p.m., returning at 7.14 p.m.

It was again acknowledged that they should be further improvements to Queens Park (possibly following engagement with the residents group) and that the issue of the development of the Brodick Park open space should be addressed. The Public Space Manager undertook to liaise with the Asset and Estates Team regarding the latter. Reference was made to the Big Society directive and to proposals to switch assets to community use. Although Members were familiar with these proposals there were concerns involving responsibility and liability and the Public Space Manager undertook to explore this further.

(The meeting closed at 7.20 pm)

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HINCKLEY AREA COMMITTEE - 30 JANUARY 2012

REPORT OF DEPUTY CHIEF EXECUTIVE (CORPORATE DIRECTION) RE: HINCKLEY (SPECIAL EXPENSES) AREA REVENUE BUDGETS 2012/13

1. PURPOSE OF REPORT

To present the revenue budgets and Council Tax for 2012/13 for the Special Expenses area of Hinckley.

2. RECOMMENDATION

That the Committee considers the revenue budgets for 2012/13 for the Special Expenses Area of Hinckley, as set out in paragraph 3 of this report.

3. BACKGROUND TO REPORT

3.1 Introduction

The 2012/13 revenue budget will be presented to Council for approval on 24 February 2011 and these will include the budget for Special Expenses items in Hinckley. The Council's constitution requires that all budgets are approved by full Council.

This report presents the budget relating to the Special Expenses Area of Hinckley for the Committee to consider and make recommendations to Council.

3.2 Revenue Budgets 2012/13

The budget for 2012/13 together with the latest figures for 2011/12 are shown in Appendix 1.

The proposed budget has been drawn up in accordance with the principles set out in the Budget Strategy endorsed by Finance, Audit and Performance Committee and Executive in October 2011 and in accordance with the Medium Term Financial Strategy. Essentially this sets a target budget which is based on the original budget for 2011/12 adjusted for pay awards and contractual price reviews and the effect of previously approved growth items.

Revised budget 2011/12

The overall position is a reduction in net budgeted expenditure of £110. This is made up as follows:

i) Parks

This shows a net reduction in expenditure of £1,300 resulting from:

- Impact of zero pay award -£1,300

ii) Cemeteries

This shows an increase of £1,190 resulting from:

- Impact of zero pay award -£1,650

• Additional cost of maintenance of Cemetery Booking system	£2,840
	<hr/>
Total Reduction	<u>£110</u>

Budget 2012/13 (as compared to Original Budget 2011/12)

Parks

This shows an increase of £4,090 arising from:

• Increased staffing costs due to reallocation of Employees costs between services	+£11,770
• Increased costs of contracts	+£10,440
• Reduced cost of Pumping Station	-£8,260
• Reduced cost of Car Allowances	-£2,100
• Reduced Central Support Charges	-£ 990
• Additional income from shared employees	-£6,990

Cemeteries

This shows a £14,300 increase in net expenditure resulting from:

• Increased staffing costs due to reallocation of Employees costs between services	+£8,090
• Increased costs of contracts	+£4,170
• Reduced cost of Electricity	-£1,790
• Increased Central Support Charges	+£3,980
• Additional income from shared employees	-£2,330

4. LEVEL OF COUNCIL TAX

The Tax Base (number of chargeable properties) in the Special Expenses Area has increased by 0.8% for 2012/13, producing a proportionately greater amount of income for any given level of Council Tax. It is recommended that the Council Tax for the Special Expenses Area is frozen for 2012/13 at £59.22 for an average Band D property. This does however mean that there would be a surplus on the year of £67,100 which, if events were allowed to take their course, the balances at the end of the year would be £258,000. This level of balances is far in excess of the balances required to meet the Council's minimum policy of 10% of net budget requirement. In order to reduce these balances it is recommended that a Revenue Contribution to Capital Outlay be made of £25,170 in 2011/12 and £118,560 in 2012/13. This would relate to the two schemes currently in the draft capital programme as set out below.

Scheme	2011/12	2012/13
Richmond Park	18,560	118,560
Queen's Park	6,610	0
TOTAL	25,170	118,560

The draft budget is set out in Appendix A.

4. FINANCIAL IMPLICATIONS

As contained in the report.

5. **LEGAL IMPLICATIONS**

To be reported at the meeting (if any).

6. **CORPORATE PLAN IMPLICATIONS**

The recommended budgets will allow the relevant Corporate Plan objectives to be met.

7. **CONSULTATION**

No external consultation.

8. **RISK IMPLICATIONS**

It is the Council's policy to proactively identify and manage significant risks which may prevent delivery of business objectives. It is not possible to eliminate or manage all 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. The following significant risks associated with this report/decision were identified from this assessment:

9. **KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS**

None.

Management of Significant (Net Red) Risks		
Risk Description	Mitigating actions	Owner
None		

10. **CORPORATE IMPLICATIONS**

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

- Community Safety Implications
- Environmental Implications
- ICT Implications
- Asset Management Implications
- Human Resources Implications

Background Papers: None

Contact Officer: David Bunker ext 5609

Revenue ESTIMATES

Appendix A

	2011/12 ORIGINAL ESTIMATE (Published) £	2011/12 LATEST ESTIMATE £	2012/13 ORIGINAL ESTIMATE £
SPECIAL EXPENSES (HINCKLEY)			
Urban parks	363,310	362,010	367,400
Cemeteries	161,770	162,960	176,100
Hinckley Town Centre Christmas Lights	2,000	2,000	2,000
Hinckley West Neighbourhood Watch	4,000	4,000	4,000
	<hr/> 531,080	<hr/> 530,970	<hr/> 549,500
Revenue Contribution to Capital Expenditure in Urban Parks	0	25,170	118,560
Contribution to Reserves	30,000	30,000	0
Contribution to/(from) balances	50,950	25,890	(51,460)
Net Expenditure	<hr/> 612,030	<hr/> 612,030	<hr/> 616,600
Tax Base (No. Band D Equivalent Properties)	10,335	10,335	10,412
Band D Equivalent Council Tax	<hr/> £59.22	<hr/> £59.22	<hr/> £59.22
SPECIAL EXPENSES BALANCES			
Balance (Deficit) b/fwd	<hr/> 89,200	<hr/> 139,958	<hr/> 165,848
Contribution to Balances	50,950	25,890	(51,460)
Use of Balances	0	0	0
	<hr/> 50,950	<hr/> 25,890	<hr/> (51,460)
Balance (Deficit) c/fwd	<hr/> 140,150	<hr/> 165,848	<hr/> 114,388

Revenue ESTIMATES

	2011/12 ORIGINAL ESTIMATE (Published) £	2011/12 LATEST ESTIMATE £	2012/13 ORIGINAL ESTIMATE £
SPECIAL EXPENSES (HINCKLEY)			
Urban parks	363,310	362,010	367,400
Cemeteries	161,770	162,960	176,100
Hinckley Town Centre Christmas Lights	2,000	2,000	2,000
Hinckley West Neighbourhood Watch	4,000	4,000	4,000
	<u>531,080</u>	<u>530,970</u>	<u>549,500</u>
Revenue Contribution to Capital Expenditure in Urban Parks	0	25,170	118,560
Contribution to Reserves	30,000	30,000	0
Contribution to/(from) balances	<u>50,950</u>	<u>25,890</u>	<u>(51,460)</u>
Net Expenditure	612,030	612,030	616,600
Tax Base (No. Band D Equivalent Properties)	10,335	10,335	10,412
Band D Equivalent Council Tax	<u>£59.22</u>	<u>£59.22</u>	<u>£59.22</u>
SPECIAL EXPENSES BALANCES			
Balance (Deficit) b/fwd	<u>89,200</u>	<u>139,958</u>	<u>165,848</u>
Contribution to Balances	50,950	25,890	(51,460)
Use of Balances	0	0	0
	<u>50,950</u>	<u>25,890</u>	<u>(51,460)</u>
Balance (Deficit) c/fwd	<u>140,150</u>	<u>165,848</u>	<u>114,388</u>

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HINCKLEY AREA COMMITTEE – 30 JANUARY 2012

REPORT OF DEPUTY CHIEF EXECUTIVE (CORPORATE DIRECTION) RE : CAPITAL PROGRAMME 2011/12 TO 2014/15

1. PURPOSE OF REPORT

- 1.1 To consider the proposed capital programme for the Hinckley Special Expenses area for the years 2011/12 to 2014/15

2. RECOMMENDATION

- 2.1 The Capital Programme for 2011/12 to 2014/15 be recommended to Council.

3. BACKGROUND

- 3.1 This report outlines the proposed Capital Programme for the Hinckley Special Expenses area for 2011/12 to 2014/15.
- 3.2 The Projects in the draft programme have been submitted by Project Officers to reflect the outcomes from the member priority workshops. Additionally, all projects are assessed for compliance with the Borough Council's priorities in accordance with the Corporate Performance Plan and Corporate Asset Management Strategy.

4 PROGRAMME TO 2014/15

- 4.1 The council adopted the Green Space Strategy (GSS) in October 2005. A five-year action plan within the strategy sets out the proposed capital spending from 2005/06 onwards. These forecasts have been included within the proposed programme. Where external funding has been sought, a project will only be undertaken once the funding is in place.
- 4.2 The Appendix to this report lists the proposed Hinckley Special Expenses capital schemes showing costs and external funding. It also includes explanations of individual schemes.

5. FINANCIAL IMPLICATIONS

- 5.1 The capital expenditure will be met from contributions from the Special Expenses General Fund Balances as identified in the Council wide report.
- 5.2 The revenue consequences of these schemes will be included in future years' Hinckley Special Expenses area revenue budgets.

6. LEGAL IMPLICATIONS

- 6.1 To be reported at the meeting (if any).

7. COPORATE PLAN IMPLICATIONS

- 7.1 The report provides a refresh of the Council's rolling Capital Programme. Any item included in the programme has to contribute to the achievement of the Council's vision, as set out in the Corporate Plan 2008 – 2013.

8 CONSULTATION

- 8.1 Expenditure proposals contained within this report have been submitted after officer and member consultation. Appropriate consultation with relevant stakeholders takes place before commencement of individual projects.

9 RISK IMPLICATIONS

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

It is not possible to eliminate or manage all 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.

Management of Significant (Net Red) Risks		
Risk Description	Mitigating actions	Owner
If the schemes were not implemented this would impact on Service Delivery. . It would also mean an inability to meet corporate plan objectives and have an impact on the reputation of the Council	Projects are to be managed through an officer capital forum group and reported to SLB on a quarterly basis. Monthly financial monitoring statements are provided to project officers and the programme will now be reviewed twice a year.	Individual Project Officers.
The risk of external funding not being granted. This would result in additional borrowing cost on a short term basis if funding is delayed or a long term basis if funding is not given	Six monthly review of capital programme would mean that it is easier to switch resources.	Project Officer / Accountancy section

10. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

- 10.1 All schemes are in the urban area.

11. CORPORATE IMPLICATIONS

- 11.1 Will be considered separately for each project

Background Papers:None

Contact Officer: David Bunker ext 5609

SECTION 1

	TOTAL COST	ESTIMATE 2011-2012	ESTIMATE 2012-2013	ESTIMATE 2013-2014	ESTIMATE 2014-2015
Richmond Park Play Area					
Total Annual Expenditure	237,120	18,560	218,560		
External Funding (FA)	(100,000)	0	(100,000)		
Total Annual Expenditure(ALL HBBC)	137,120	18,560	118,560	0	0
Queens Park					
Total Annual Expenditure	6,610	6,610			
HBBC Element	6,610	6,610	0	0	0
Brodick Road Woodlands Scheme					
Total Annual Expenditure(ALL HBBC)	10,000	10,000	0	0	0
TOTAL GROSS EXPENDITURE	253,730	35,170	218,560	0	0
LESS TOTAL CONTRIBUTIONS	(100,000)	0	(100,000)	0	0
TOTAL HBBC ELEMENT	153,730	35,170	118,560	0	0

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