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Chief Executive

Date: 06 March 2013



Hinckley & Bosworth
Borough Council

A Borough to be proud of

To: **Members of the Scrutiny Commission**

Mr MR Lay (Chairman)	Mrs L Hodgkins
Mr PAS Hall (Vice-Chairman)	Mr MS Hulbert
Mr C Ladkin (Vice-Chairman)	Mr DW Inman
Mr PR Batty	Mr K Morrell
Mr Bessant	Mr K Nichols
Mrs WA Hall	Mrs S Sprason

Copy to all other Members of the Council

(other recipients for information)

Dear Councillor,

There will be a meeting of the **SCRUTINY COMMISSION** in the Council Chamber on **THURSDAY, 14 MARCH 2013 at 6.30 pm** and your attendance is required.

The agenda for the meeting is set out overleaf.

Yours sincerely

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

Rebecca Owen
Democratic Services Officer

SCRUTINY COMMISSION - 14 MARCH 2013

A G E N D A

1. APOLOGIES AND SUBSTITUTIONS
2. MINUTES (Pages 1 - 4)
To confirm the minutes of the meeting held on 31 January 2013.
3. ADDITIONAL URGENT BUSINESS BY REASON OF SPECIAL CIRCUMSTANCES
To be advised of any additional items of business which the Chairman decides by reason of special circumstances shall be taken as matters of urgency at this meeting.
4. DECLARATIONS OF INTEREST
To receive verbally from members any disclosures which they are required to make in accordance with the Council's code of conduct or in pursuance of Section 106 of the Local Government Finance Act 1992. **This is in addition to the need for such disclosure to be also given when the relevant matter is reached on the agenda.**
5. QUESTIONS
To hear any questions in accordance with Council Procedure Rule 10.
6. SECTION 106 DEVELOPER CONTRIBUTIONS (Pages 5 - 8)
Report of the Deputy Chief Executive (Community Direction) attached. This report is prepared in response to a request at the previous meeting for further information.
7. ECONOMIC REGENERATION STRATEGY ACTION PLAN UPDATE (Pages 9 - 22)
Report of the Deputy Chief Executive (Community Direction) attached.
8. PLANNING POLICY UPDATE (Pages 23 - 30)
Report of the Deputy Chief Executive (Community Direction) attached.
9. DOG FOULING AND ENFORCEMENT (Pages 31 - 34)
Report of the Public Space Manager attached following a request by Members to discuss the matter.
10. WELFARE REFORM AND IMPACT ON HBBC RESIDENTS (Pages 35 - 42)
Report of the Deputy Chief Executive (Corporate Direction) attached.
11. UPDATE ON THE COUNCIL'S KEY CAPITAL PROJECTS (Pages 43 - 48)
Report of the Deputy Chief Executive (Corporate Direction) attached.
12. DISABLED FACILITIES GRANTS - UPDATE (Verbal Report)
The Deputy Chief Executive (Corporate Direction) will provide a verbal response to the question asked at the previous meeting regarding the future budget for Disabled Facilities Grants.
13. DRAFT PROTOCOL BETWEEN THE POLICE & CRIME PANEL AND THE LEICESTERSHIRE COUNTY COUNCIL SCRUTINY COMMISSION (Pages 49 - 54)
Leicestershire County Council have developed the attached protocol regarding the relationship between the Police & Crime Panel and their Scrutiny Commission, and have

suggested that districts may wish to do the same (changing the wording and some of the detail if necessary) in order that a consistent approach can be applied throughout the County.

Members are asked to consider the suggestion and comment on the attached draft protocol.

14. SCRUTINY COMMISSION WORK PROGRAMME 2011-12 (Pages 55 - 58)

Work programme attached.

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

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Agenda Item 2

HINCKLEY AND BOSWORTH BOROUGH COUNCIL

SCRUTINY COMMISSION

31 JANUARY 2013 AT 6.30 PM

PRESENT: Mr MR Lay - Chairman
Mr PAS Hall and Mr C Ladkin – Vice-Chairman

Mr PR Batty, Mrs WA Hall, Mrs L Hodgkins, Mr DW Inman, Mr R Mayne (for Mr MS Hulbert), Mr K Morrell, Mr K Nichols and Mrs S Sprason

Also in attendance: Councillor JS Moore and Councillor Miss DM Taylor

Officers in attendance: Steve Atkinson, Katherine Bennett, Louisa Horton, Julie Kenny, Sanjiv Kohli, Tracy Miller, Robert Morgan and Rebecca Owen

380 APOLOGIES AND SUBSTITUTIONS

Apologies were submitted on behalf of Councillor Hulbert with Councillor Mayne substituting in accordance with Council Procedure Rule 4.4.

381 MINUTES

On the motion of Councillor Nichols, seconded by Councillor P Hall, it was

RESOLVED – the minutes of the meeting held on 20 December 2013 be confirmed and signed by the Chairman.

382 DECLARATIONS OF INTEREST

No interests were declared at this stage.

383 DRAFT GENERAL FUND REVENUE BUDGET 2013/14

The Commission was provided with the draft 2013/14 General Fund budget. During discussion, the following was raised:

- The future of the New Homes Bonus was queried and concern was expressed about the potential for the scheme to end in two years' time and the impact this would have on Council and Parish funding. The Chief Executive agreed to seek clarity over future funding from DCLG.
- The implications of the Council Tax Support Grant were questioned in light of the proposals to freeze council tax for the fifth year running. Members were informed that to increase it by 2% or more would require a referendum, which would cost more than the revenue from the Council Tax. The importance of keeping a balance between supporting the most vulnerable and keeping Council Tax increases to a minimum was reiterated.
- Concern was expressed regarding the additional work of having to chase and take action against debtors due to the change in the way benefits are paid.
- A Member asked for the monetary value of the 18.5% pension contribution and officers agreed to look into it and provide a response.

Members requested that a meeting be arranged as soon as possible to agree future plans regarding the Council Tax Scheme for 2014/15 and future Council Tax levels.

384 DRAFT HOUSING REVENUE ACCOUNT BUDGET 2013/14

Members were provided with the draft Housing Revenue Account estimates for 2013/14. It was noted that the budget was linked to the Council's priorities and business plans and had also undergone consultation with tenants. A Member suggested that consultation with those already in council properties was not the most representative as they would favour improvements to their homes over the building of new homes.

In response to Members questions, the following was noted:

- An increase in Right to Buy had been seen over the previous quarter;
- Convergence was anticipated during 2015/16;
- The 20% sample for the stock condition survey was an unusually large sample but therefore felt to be more representative. Officers agreed to bring this to the next meeting of the Commission.

385 DRAFT CAPITAL PROGRAMME 2013/14

Consideration was given to the capital programme 2012/13 to 2015/16. Projects such as the Leisure Centre and the sale of Argents Mead site were discussed. A Member raised concerns about the Parish & Community Initiative Fund and his recollection that it was agreed that if a parish had received a grant one year, they couldn't apply again the following year. Officers agreed to find out whether this was the case.

Further concern was expressed regarding the reduction in the Disabled Facilities Grants in 2014/15 and the risk of creating a backlog again. The Commission was reminded of the valuable work it had done in scrutinising the Disabled Facilities Grant situation which had led to an increase in funding and a reduction in the waiting times, but it now appeared to be reverting to less than its original funding.

A report on Disabled Facilities Grants was requested for the next meeting of the Commission.

386 DRAFT TREASURY MANAGEMENT STRATEGY & PRUDENTIAL INDICATORS

Members received a report which outlined the council's prudential indicators for 2012/13 to 2015/16, including the treasury management strategy statement and Minimum Revenue Provision Policy. Members noted the contents.

387 TREASURY MANAGEMENT THIRD QUARTER UPDATE

Members received this report which had been deferred from the cancelled Finance, Audit & Performance Committee. The reduction in government funding in addition to the lack of interest payable was highlighted.

Councillor Ladkin was absent during this item.

388 UPDATE ON BUSINESS RATES RETENTION & POOLING

Members were informed that there was no information to update at the present time except to confirm that the Council was part of the Leicestershire Pool for 2013/14.

Councillors Batty and Hodgkins and Ladkin were absent during this item.

389 COUNCIL TAX BASE FOR LOCAL PRECEPTING AUTHORITIES

The Scrutiny Commission received a report which informed of financial arrangements for local precepting authorities. Concern was expressed that for larger parish councils, such as Burbage, this would mean a substantial sum of money.

Councillors Batty and Ladkin were absent during this item.

390 PERFORMANCE MANAGEMENT FRAMEWORK

Members were provided with the Council's second quarter position with regard to performance indicators, service improvement plans and corporate risks. This report had been deferred from the cancelled Finance, Audit & Performance Committee.

Concern was expressed regarding the decrease in the number of invoices paid on time. In response it was reported that since bringing the Housing Repairs service in-house there were many more invoices to pay, and when using local businesses and having to pay them within ten working days, if a pay run was missed it was very easy to exceed the recommended time limit. Commitment was given, however, to improving this figure.

With regard to answering calls within 45 seconds, such problems as an increase in calls, the impact of having to train new staff which can take 6 months, and the recent weather conditions were acknowledged.

The Commission wished to congratulate staff on achieving the District Council of the Year Govmetric award for customer satisfaction.

391 DEVELOPER CONTRIBUTIONS UPDATE

Members received the six-monthly update on the position regarding Section 106 contributions with a five year claw back clause but that had not been spent within the five year period, and those that were over four years old but not beyond the five year threshold.

Members expressed concern about two particular sites – Oxford Street, Earl Shilton, and Westfield Road, Hinckley, and it was requested that a further report be brought to the next meeting detailing the situation surrounding these two contributions.

392 PLANNING APPEAL DECISIONS

The Commission was informed of the Planning and Enforcement Appeals which had been determined and found against the Local Planning Authority since the last update. Concern was expressed with regard to different Inspectors using different approaches for calculating the five year housing land supply. It was suggested that legal advice be sought on challenging the decision.

393 SIGNING UP TO CLIMATE LOCAL

The Commission received a report which sought to advise Members of the Local Authority Climate Change declaration initiative and to discuss signing up to it. It was noted that it would work on the previous Action Plan and would not necessitate a second plan. Members supported signing up to Climate Local.

394 SCRUTINY COMMISSION WORK PROGRAMME 2012-13

Members were presented with the 2012-13 work programme. It was noted that those items agreed at this meeting would be added to the work programme.

395 MINUTES OF MEETING MONDAY, 10 DECEMBER 2012 OF FINANCE, AUDIT & PERFORMANCE COMMITTEE

The minutes of the Finance, Audit & Performance Committee were noted.

396 MINUTES OF MEETING MONDAY, 17 DECEMBER 2012 OF BARWELL & EARL SHILTON SCRUTINY GROUP

The minutes of the Barwell & Earl Shilton Scrutiny Group were noted. It was suggested that the group should have some input into the consideration of the Planning application for Barwell SUE.

(The Meeting closed at 8.45 pm)

CHAIRMAN

SCRUTINY COMMISSION – 14TH MARCH 2013

S106 DEVELOPER CONTRIBUTIONS
REPORT OF DEPUTY CHIEF EXECUTIVE (COMMUNITY
DIRECTION)



Hinckley & Bosworth
Borough Council

A Borough to be proud of

WARDS AFFECTED: ALL WARDS

1. **PURPOSE OF REPORT**

- 1.1 To inform members of the Scrutiny Commission of the position in respect of the Section 106 contributions that have not been spent within the 5 year period that contain a 5 year claw back clause and therefore are at risk of being clawed back by the developer, and those that are over 4 years old but not beyond the 5 years threshold.

2. **RECOMMENDATION**

- 2.1 That the report be noted.

3. **BACKGROUND TO THE REPORT**

- 3.1 Developers/applicants can be requested to make financial contributions to make a planning application acceptable, where it would otherwise be refused, towards infrastructure needed as a consequence of their development, i.e. towards play and open space, libraries, education facilities etc. The contribution request has to be in accordance with the Community Infrastructure Levy Regulations 2010. In addition, any contribution requested prior to the 27 March 2012 had to be in accordance with Circular 05/2005 Planning Obligations.
- 3.2 This can be done through entering into a Section 106 agreement or the acceptance of a Unilateral Undertaking both of which identify the amount of contribution and when the contributions need to be paid, i.e. on the commencement of development or first occupation.
- 3.3 The latter option has no claw-back period. However, the money must be used for the purposes identified otherwise the developer may be entitled to claw the money back. Section 106 agreements have a claw-back period normally of 5 years, on the basis that if the infrastructure improvements are not in place by then, there is no need for the facility.
- 3.4 The contributions are closely monitored through a database set-up on a parish basis and are available to the parish councils on request as well as being circulated to all on a quarterly basis. This enables parish councils to clearly see what funds may come forward to help them plan for improvements in their area. Open invitations have been sent to all parish council clerks with regard to receiving a presentation on understanding the full s.106 process.
- 3.5 Notwithstanding the current measures, a report will be produced for the Strategic and Community Planning Officer to discuss with the Parish Council's at the bi-annual Parish Forum. The report will further highlight the s.106 contributions available to the Parish Council's and give further opportunity for discussions to be held.
- 3.6 Whilst the database is complex, owing to the amount of information held, it helps to identify what money the development may bring in, when development has commenced, and monies outstanding. It also indicates where money has been committed through the Green Space Strategy.

- 3.7 The Section 106 Forum was set up 5 years ago and also monitors the database.
- 3.8 The database shows two s.106 agreements where the 5 year claw-back period has expired. These agreements are for development at 44 Westfield Road, Hinckley and Montgomery Road, Earl Shilton and total £17,980.00 and £150,000.00 respectively.

44 Westfield Road, Hinckley

- 3.9 The off-site open space contribution comprises £7,930.80 in respect of the provision and/or improvement of open space in lieu of the provision of open space within the Development and £9,169.20 in respect of maintenance of such open space.
- 3.10 Payment was received 20.12.2007 and a written request to return any sums not utilised in accordance with the s.106 agreement was received from the Developer on 24.01.2013.
- 3.11 Investigations are ongoing in an attempt to satisfactorily resolve the situation.

Montgomery Road, Earl Shilton

- 3.12 The community facilities contribution comprised £80,000.00 towards either the provision of leisure facilities or of a NEAP in the locality of the Development and £70,000.00 towards the maintenance of such provision. Payment was received 22.01.2008 and a written request has been received from the Developer (David Wilson Homes) for the refund of any unexpended sums.
- 3.13 Earl Shilton Town Council (ESTC) is aware of the funds. Discussions have taken place during the last few months with ESTC and DWH. HBBC has supported, and is trying to facilitate, the release of monies towards the construction of a new sports pavilion, for which ESTC has submitted a planning application. Those discussions are continuing and the outcome will be reported in due course. Section 106 contributions from development at 2 Oxford Street and 21 Breach Lane are also to be used towards this project.

Other agreements of note

<u>Parish</u>	<u>Site</u>	<u>Contribution</u>	<u>Parish Project</u>
Earl Shilton	Land at 2 Oxford Street	£72,200.00 (4-5 yrs)	Weaver Springs
Earl Shilton	21 Breach Lane, Earl Shilton	£44,730.00 (3-4 yrs)	Weaver Springs
Hinckley	5 Mill Hill Road, Hinckley	£46,217.73 (3-4 yrs)	Hollycroft Park TBC

4. FINANCIAL IMPLICATIONS [IB]

The worst case scenario is that the £150,000 Montgomery Road contribution has to be paid back with interest. The interest cost as at the 13th March is £8,296.

There is no interest clause in the agreement for 44 Westfield Road.

Officers will carry on with negotiations with the developer to ensure that a favourable outcome can be reached in both cases.

5. LEGAL IMPLICATIONS [MR]

The obligation as to when the monies must be repaid will depend upon the wording negotiated in the particular s.106 agreement. The two common obligations are for the Council to repay the monies:

1. after period of 5 years – with no need for the developer to make request under the terms of the agreement
2. after 5 years but with the need for the developer to make a request, written or otherwise.

6. **CORPORATE PLAN IMPLICATIONS**

This document contributes to Strategic Aim of the Corporate Plan 'Safer and Healthier Borough'

7. **CONSULTATION**

N/A

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:

Risk	Mitigating actions	Owner
If monies are paid within the timescale but not used for the purpose identified or not used at all, then these may be clawed back by the developer /applicant.	Monitoring of database. Quarterly reports to all Parish Councils highlighting contributions at risk of being clawed back in the near future.	Simon Wood / Rob Morgan

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

The effective monitoring of the database enables parish councils to clearly see what funds may come forward, to help them plan for improvements in their area. Where there is a proposed new service, change of service, or a new or reviewed policy, an Equality Impact Assessment is required and has been undertaken and can be viewed here: 'non required'

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
- Planning Implications
- Voluntary Sector

Background papers: S106 Database & NPPF

Contact Officer: Rob Morgan ext 5775

Report _____.

SCRUTINY COMMISSION - 14 March 2013

ECONOMIC REGENERATION STRATEGY ACTION PLAN UPDATE

REPORT OF DEPUTY CHIEF EXECUTIVE (COMMUNITY DIRECTION)

WARDS AFFECTED: ALL WARDS

1. PURPOSE OF REPORT

To provide Members with an update on work undertaken over the last 12 months, including ongoing initiatives, in order to fulfill the aims of the Action Plan of the Economic Regeneration Strategy 2009 – 2014

2. RECOMMENDATION

That the Scrutiny Commission:

- (i) Notes and endorses the economic regeneration work undertaken
- (ii) Endorses the ongoing programme of work

3. BACKGROUND TO THE REPORT

- 3.1 The following table highlights the main areas of work undertaken and the relationship with the aspirations identified in the Economic Regeneration Strategy's Action Plan, mainly through the work of the Regeneration team in partnership but also via other departments within the Council

ACTION PLAN UPDATE

Economic Regeneration Strategy 2009 – 2014

Action Plan Update December 2012

Key:

S – Short term = 1 year; M – Medium term = 3 years; Long term = 3 – 5 years

Hinckley & Bosworth BC role:

Ld – Lead; P - Partner

Strategic Objective 1

Develop a targeted approach to supporting businesses, which have the potential to establish, expand and relocate within the borough

Action	Latest Progress
Provide dedicated business support to growth businesses within the Atkins Factory M/L Ld	The intention has been to nurture newly established businesses through ongoing work with the Federation of Small Businesses, Business Builder, a new business support service for Leicestershire, a joint venture between the commercial arm of the Chamber of Commerce and De Montfort University etc. Key Outcome: Established a partnership with the Business Builder Business Support Service in December 2011 Involvement with Better Business for All Partnership, a partnership between businesses and regulatory services aimed at reducing the regulatory burden and promoting growth
Develop a local 'call and care' programme targeted towards strategic local businesses S/M Ld	Work is ongoing with MIRA in respect both to its Enterprise Zone status and the implementation of the Regional Growth funding (RGF). Now that planning permission has been granted for the High Technology Park work is progressing with MIRA in order to implement the proposals for the site. Work is ongoing with Leicestershire County Council and Caterpillar in respect to implementing a footpath link from the A47 to the Caterpillar site Key Outcomes: <ul style="list-style-type: none"> • Negotiations on draft Local Development Order for MIRA now underway and final draft for consultation is expected at end March 2013 • Business Innovation & Skills RGF Offer letter received and first draw down claim was submitted on 15 January 2013 • Road improvements and sustainable transport package currently being procured • Enterprise Zone Steering Group established and Bill Cullen is Chair
Work with business forums and associations S Ld	The Council's Regeneration Officer regularly attends meetings/events of the Hinckley Town Centre Partnership, the Hinckley Business Association, the Earl Shilton Business Forum. and the regeneration team supports the Barwell Business Association. The Economic Initiatives budget has paid a sponsorship towards the Hinckley BID Business Centre

	<p>A contribution from the Economic Initiatives budget has been given for an updated shopping guide for Earl Shilton, produced by the Earl Shilton Business Forum.</p> <p>Key Outcome: Business forums and associations supported both through attendance at meetings and through financial assistance for projects</p>
<p>Establish what are the needs of local businesses</p> <p>S Ld</p>	<p>The Cross-border Delivery Partnership (comprising the Boroughs of Hinckley & Bosworth, North Warwickshire and Nuneaton and Bedworth) held a business breakfast meeting at Atkins on 25 April 2012, to inform businesses of the A5 Strategy and to discuss any problems that local companies are experiencing in terms of employees accessing their places of work. In addition the innovative solutions being explored by Caterpillar to address such issues was explained.</p> <p>The CBDP continues to have regular meetings with Board members from MIRA who sit on both the Leicester & Leicestershire Local Enterprise Partnership (LLEP) and the Coventry & Warwickshire CBDP in order to further promote projects in the cross-border area.</p> <p>A supply chain scoping exercise in respect to the Enterprise Zone is being prepared.</p> <p>BE Group is currently undertaking an employment land and premises update study for the Borough, due for completion in Spring 2013.</p> <p>Key Outcome: At the beginning of 2012 the Cross-border Delivery Partnership established a Cross-border Employment & Skills Partnerships. Two Task & Finish Groups, one to match skills to jobs and the other to look at physical accessibility to jobs and training have been established. The former is working towards the establishment of a local Apprenticeship Training Agency and the latter has commenced a mapping exercise in respect to current transport options.</p>
<p>Develop a targeted approach to supporting businesses which have the potential to establish, expand and relocate within the borough S/M P</p>	<p>In partnership with the County Council a survey, to assess the land and property requirements of businesses in Earl Shilton and Barwell to align with the possibilities that the Sustainable Urban Extensions will offer to businesses together with skills requirements, was commissioned from Greenborough.</p> <p>Through recommendations in the Earl Shilton and Barwell Employment & Skills Study an initiative being pursued is to create vacancy boards to:</p> <ul style="list-style-type: none"> • Actively promote employment sites in Earl Shilton and Barwell and sites coming forward as part of the SUE. • Raise awareness of local jobs and skills through promotion and events.

	<p>The Hinckley Investor Prospectus (see below), is also helping to achieve this action's aim.</p> <p>The council is promoting and supporting improved broadband provision for businesses throughout the borough</p> <p>Key Outcome: The final report by Greenborough has been received</p>
<p>Develop Creative Hinckley and strengthen the offer they make to local creative businesses and individuals S P</p>	<p>The Atkins creative business space continues to thrive. The Economic Initiatives budget contributes to the membership of Creative Leicestershire.</p>
<p>Support the development of an inward investment strategy and marketing plan which supports local priorities M P</p>	<p>The Hinckley Investor Prospectus launched in March 2011, continues to attract enquiries from development companies</p>
<p>Assist businesses during the current economic downturn</p> <p>S P</p>	<p>In March 2009 the Council established a new fast payment pledge to local businesses. Local businesses who supply goods and services to the Council will receive payment within 10 days.</p> <p>Key Outcome: 'Help with Business Rate Bills' - The Council has issued 'mail shots' and press releases to encourage businesses to apply for Small Business Rate Relief, defining the criteria required. The Business Rates Team is responsible for the process rather than businesses having to appoint independent rating advisers for the service. It should be noted that Small Business Rate Relief recipients have steadily increased. Currently, there are 2,918 business ratepayers, of which:</p> <ul style="list-style-type: none"> • 1,043 recipients at 1st April 2009 (934 receiving 'Small Business Rate Relief' with 109 entitled to the 'Lower Multiplier' only) • 1,060 recipients at 1st April 2010 (1,004 receiving 'Small Business Rate Relief' with 56 entitled to the 'Lower Multiplier' only) • 1,094 recipients at 1st April 2011 (1,029 receiving 'Small Business Rate Relief' with 65 entitled to the 'Lower Multiplier' only) • 1,861 recipients at 1st April 2012 (1,109 receiving 'Small Business Rate Relief' with 752 entitled to the 'Lower Multiplier' only) • 1,922 recipients at 31st December 2012 (1,162 receiving 'Small Business Rate Relief' with 760 entitled to the 'Lower Multiplier' only)

	<p>The 'Localism Bill' received Royal Assent on 15th November 2011. It removes the legal requirement for ratepayers to submit an application to claim Small Business Rate Relief. The 'Order' also removes the single occupancy criteria for ratepayers to have their bills calculated using the small business multiplier in 2012-13 onwards.</p> <p>The 6th December 2012 'Autumn Statement' announced that the Government would continue with the more generous level of Small Business Rate Relief for a further year, commencing 1st April 2013. Eligible ratepayers will continue to receive relief at 100% on properties with rateable values of not more than £6,000 with a tapered relief of between 100% and 0% for properties with rateable values between £6,001 and £12,000 for that period.</p> <p>Officers have worked with the Hinckley Business Association that has arranged speakers with subjects appropriate to working in difficult economic times.</p>
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Strategic Objective 2

Develop an effective portfolio of sites and premises to meet the demands of business

Action	Latest Progress
The development of sites and premises allocations DPD S Ld	The Site Allocations and Development Management Policies DPD - the date for the pre-submission consultation document is programmed for August/September 2013.
Develop an Area Action Plan for Hinckley Town Centre S Ld	Following the successful examination of the document by the Inspector, the Hinckley Town Centre Area Action Plan was formally adopted by the council on 21 March 2011.
Deliver Town Centre projects identified in AAP M/L Ld	The Town Centre Regeneration Support Project, which ceased at the end of March 2011, and over-achieved on all its objectives, worked towards bringing forward these sites and work is still ongoing.
Deliver Hinckley Town Centre Public Realm strategy S/M Ld	Upper Castle Street scheme was completed in 2008 (£250k investment).
Secure Development Agency support for Hinckley Town Centre and borough wide projects S Ld	<p>EMDA funding of £215,000 for bringing forward the Town Centre Masterplan Sites secured and spent on bringing forward the masterplan sites.</p> <p>Key Outcomes from this project together with ongoing work include:</p> <p>Atkins - completed and the adjacent new facility for North Warwickshire & Hinckley College opened in September 2011.</p> <p>The Crescent (Bus Station site) - The Tin Hat Regeneration</p>

	<p>Partnership obtained planning consent for this £80m mixed-use scheme. The Compulsory Purchase Order was approved in April 2012. Discussions are still underway over the detailed delivery programme. Tin Hat is now procuring contractors for the work which will be phased. Work is also being carried out to ensure local people are given employment opportunities during construction and once the area is operational.</p> <p>The two major pre-lets to Sainsbury's and Cineworld have been secured by Tin Hat.</p> <p>Rugby Road/Hawley Road – The Hinckley Hub is due to be completed in March/April 2013. Key partners for sharing this new civic hub facility include Job Centre Plus.</p> <p>Civic Offices Site - In November 2012 the council agreed to relocate the leisure centre to Argents Mead. Secondary spend within Hinckley town centre from users who visit the leisure centre is considerable. Retaining the leisure centre within the town centre will support the economic growth and sustainability of the town centre.</p> <p>The development on the Argents Mead site (the current council offices) will maintain and enhance the green space ensuring the facility is sensitively designed to fit and add value to the park.</p> <p>The council is currently seeking a partner to enter into an agreement to design, build, operate and maintain the councils' leisure centre through an OJEU procurement process using the competitive dialogue process. It is anticipated the partnership will be for a period of up to 20 years commencing in April 2015</p> <p>Regent Street - Feasibility design options for the re-introduction of traffic scheme completed and town centre businesses have been consulted and overall are in favour of the proposal.</p> <p>Key Outcome: Town Centre Regeneration Support Project, 2008 - 2011 over-achieved on all its agreed objectives agreed with EMDA by fully delivering the Atkins project, producing the Hinckley Investor Prospectus and progressing the Bus Station development and other sites.</p>
<p>Make strategic property investments i.e. Atkins Factory Site S Ld</p>	<p>The Atkins creative innovation centre and high spec offices, gallery, meeting spaces and café opened on 28 September 2010.</p>
<p>Establish a commercial property database</p> <p>S P</p>	<p>The Hinckley Town Centre Partnership created a business directory in August 2010 listing all the BID members</p> <p>Leicester & Leicestershire Local Enterprise Partnership has a database for commercial premises and sites including those in Hinckley & Bosworth, on its website.</p>

Support an employment land study across the HMA S P	Completed in October 2009 by Pavec. A new study by Pavec commissioned and the draft report has been received by the Planning & Infrastructure Group and should be signed off by the end of January 2013
Support the development of key strategic development sites across the borough including MIRA, Mallory Park, Twycross, Nailstone Colliery, Timkins etc M P	Working closely with MIRA as described above The Tourism Partnership works closely with Twycross Zoo, Mallory Park, and the National Forest.
Ensure suitable grow-on/move on premises L P	The Greenborough report will be used to assist businesses in Barwell and Earl Shilton in respect to opportunities in the proposed Sustainable Urban Extensions.
Provide for a balanced supply of sites to suit small, medium and large businesses M P	The current work being undertaken by BE Group's Employment Land and Premises study will assist with this objective.

Strategic Objective 3

To increase the vitality and viability of the network of centres across the borough

Action	Latest Progress
Explore the feasibility of a Community access point for Earl Shilton M Ld	Peggs Close opened in August 2008
Support and inform the allocation of local employment sites across the borough with the sites and allocations DPD M Ld	The Site Allocations and Development Management Policies DPD - the date for the pre-submission consultation document is programmed for August/September 2013.
Support the delivery of Hinckley Town Centre Partnership Business Plan S P	The Senior Economic Regeneration officer works with the BID and Town Centre Managers and the County Council, meeting every two weeks at the BID offices to progress projects and attends Town Centre Partnership meetings
Develop a Masterplan for the Sustainable Urban Extensions and associated physical improvements for Earl Shilton & Barwell S/M P	The Area Action Plan is to be taken forward for submission consultation mid 2013. The outline planning application for Barwell to be determined in 2013. The outline application for Earl Shilton is expected to be submitted in 2013.
Support the work of parish councils and the RCC in the design and delivery of Parish Plans S/M P	The majority of parishes have Parish Plans in place. A project is underway with Market Bosworth Parish to develop a Neighbourhood Plan.
Support village shops,	The Council promotes the County Council funded

POs & community hubs S P	advice and grants scheme, The Village Shop Support Service
Encourage small traders M P	<p>As part of the BID Hinckley Town Centre Partnership is encouraging people to shop locally through projects including:</p> <ul style="list-style-type: none"> • 'A well supported loyalty card reward scheme • Events held including the Third Annual Soap Box Derby and the town centre Twycross Educational Day (July and August respectively) and the Classic Motorshow (September) • Triumph Live took place in September and 150 bikes came into the town centre • It was the third year for Santa's Grotto • Free car parking in selected long stay car parks on Saturdays during December 2012 <p>Key Outcome: A number of successful events that have increased footfall in the town centre</p>

Strategic Objective 4

To ensure the benefits of economic growth are shared by all communities across the borough

Action	Latest Progress
To develop the initiatives outlined in the Borough's Anti-Poverty Strategy M Ld	.An Action Plan has been devised and a Credit Union Clockwise established.
Promote Priority Neighbourhoods S/M P	HBBC Anti-Poverty Strategy

Strategic Objective 5

To raise the level of skills and knowledge within the borough's business and resident populations

Action	Latest Progress
Develop relationships with key employers to establish programmes of training to support the development of the local labour market	<p>Currently working the Cross Border Delivery Partnership to promote apprenticeships and in particular looking to establish an Apprenticeship Training Agency</p> <p>Key Outcome: LLEP received £100K from government to produce a Skills Plan for MIRA</p>

S Ld	Enterprise Zone which is looking at the skills of the wider area. Consultants HOST are producing the plan which will be completed by the end of March 2013
Secure the re-investment by North Warwickshire & Hinckley College at the Atkins Factory Site S/M Ld	College opened in September 2011 Key Outcome: The Midland Studio College, sponsored by North Warwickshire & Hinckley College, opened in September 2012. Its vision is to provide a fast track route into employment and a strong foundation for a successful career. It specialises in high tech engineering, advanced health and social care and business.
Increase demand for better skilled labour through attraction and retention of companies offering quality job opportunities L P	Working in partnership and with companies such as MIRA that has set up a number of apprenticeship schemes with North Warwickshire & Hinckley College Key Outcomes: The inaugural meeting of the Cross Border Employment & Skills Partnership was held on 17 April 2012 with Mike Motley, from North Warwickshire & Hinckley College, as Chair. Two Task & Finish Groups, one to match skills to jobs and the other to look at physical accessibility to jobs and training were established. In respect to the latter joint research work is being undertaken with the Leicester & Leicestershire Local Enterprise Partnership and Job Centre Plus
Support and work pro-actively with local learning forums and bodies S/M P	The Council is working closely with North Warwickshire & Hinckley College in respect of the close relationship between the creative and art based subjects being taught in the new college and the creative business centre and through the Cross Border Employment & Skills Partnership
Support the development of initiative aimed at linking those excluded from the labour market with opportunities M P	Liaising with Job Centre+, Acorn and other bodies via the Cross Border Employment & Skills Partnership
Encourage apprenticeship Schemes M P	Currently working the Cross Border Delivery Partnership to promote apprenticeships and in particular looking to establish an Apprenticeship Training Agency through work with the National Apprenticeship Service Promoting the AGE grant for apprenticeships to employees

Strategic Objective 6

To widely promote the economic, social and environmental opportunities and assets available in the borough

Action	Latest Progress
Promote Hinckley and Bosworth as a place to Invest, develop tourism opportunities S Ld	<p>Hinckley & Bosworth Tourism Partnership has produced a draft Tourism Strategy and Action Plan 2013 – 2018</p> <p>Key Outcome: Hinckley & Bosworth Tourism Partnership has achieved: a successful membership scheme; a new and improved Visitor Guide; newsletter; several leaflet swap and seminar events and the introduction of a Local Accommodation Assessment Scheme</p> <p>A website was established in September 2010</p>
Develop a promotional website which promotes the economic development of the borough S Ld	The HBBC website pages have been expanded and a more user friendly layout provided
Develop a suite of marketing materials M Ld	<p>A local food producer's guide is currently being designed in order to promote these businesses and encourage local people to purchase locally produced food. In addition the guide will be used to encourage local restaurants, cafes, pubs etc to source food locally.</p> <p>Key Outcome: The Hinckley Investor Prospectus launched March 2011</p>
Promote farmers markets across the Borough S/M Ld	A number of successful markets now operate in the Borough e.g. Hinckley, Market Bosworth, Burbage

4 FUTURE WORK PROGRAMME

4.1 The future work programme to fulfill the aims and objectives of the Action Plan of the Economic Regeneration Strategy 2009 – 2014 include the ongoing work as described in the Action Plan table outlined above, together with new initiatives, and in particular:

Hinckley Sites

Southern Gateway

- Negotiations with key land owning partners.
- Negotiations with Network Rail in respect of station improvements and transport interchange proposals

Stockwell Head:

- Promote and respond to any landowner or developer initiatives.

Cultural Quarter

- Produce a masterplan for the 'Cultural Quarter' including sites at the junction of Hollycroft, Trinity Lane and Upper and Lower Bond Street and in particular the former cinema site, the Hollybush PH and sites and buildings owned by Leicestershire County Council.

MIRA

Progression and delivery of the Technology Park Enterprise Zone project, the .RGF funded project work and initiatives to deliver the initiatives that come out of the Skills Plan due for completion at the end of March 2013.

Cross Border Delivery Partnership

- On going work to ensure the cross-border area benefits from economic projects and links with the proposals that come from both Local Enterprise Partnerships
- To pursue funding for a Supply Chain project
- To further develop the CBDP Action Plan
- To organise business breakfasts for cross-border businesses

Cross Border Employment & Skills Partnership

- To deliver initiatives through the two Task & Finish Groups
- To help enable the setting up of a local Apprenticeship Training Agency
- Support events for National Apprenticeship week in March

Working with Local Business Associations, Partnerships and Forums

- Hinckley Town Centre Partnership and BID
- Hinckley Business Association
- Earl Shilton Business Forum
- Portas Town teams
- Barwell Business Association
- LLEP and CWLEP
- Leicester and Leicestershire Economic Research Group

Inward Investment

- Establish new links and relationships with potential developers and inward investors.

Funding Opportunities

- To pursue funding possibilities as and when they arise and particularly to look at the potential of the 2014-2020 European ERDF funding regime and the new RGF3

Website

- To further consider how the HBBC Regeneration website pages 'sit' and connect with other departments, and maximise information and useful links available especially to those websites providing funding opportunities for businesses

4 FINANCIAL IMPLICATIONS (PE)

None arising directly from this report, however any future individual initiatives as stated in paragraph 4 of this report (future work programme) may have financial implications and these will need to be reported at the appropriate time in line with the Council's financial regulations.

5. LEGAL IMPLICATIONS (AB)

None raised directly by this report. The legal implications for individual projects will be considered as they progress.

6. CORPORATE PLAN IMPLICATIONS

The report takes particular reference to the Corporate Plan's aim of 'achieving a thriving economy'

7 CONSULTATION

Individual initiatives have been consulted upon as described in the body of the report. Further consultations on specific projects will take place at the appropriate time in project development.

8. RISK IMPLICATIONS

Risks associated with the projects described in this update report are assessed on a project by project basis and dealt with accordingly.

9. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

Where appropriate, projects described in this report have been subject to a community consultation process and a number of the projects have benefitted rural communities in the borough.

10. **CORPORATE IMPLICATIONS**

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

Community Safety implications: No corporate implications as a direct consequence of this report

Environmental implications: Many of the physical projects outlined in this report will greatly help to improve the local environment

ICT implications: No corporate implications as a direct consequence of this report
Asset Management implications: There are some asset management implications for certain projects mentioned in this report and appropriate officers are engaged with these matters

Human Resources implications: No corporate implications as a direct consequence of this report

Planning Implications: Planning matters relate to various projects outlined in this report and are dealt with on a case by case basis at the appropriate time

Voluntary Sector: No corporate implications as a direct consequence of this report

Background papers: None
Contact Officer: Judith Sturley, Senior Economic Regeneration Officer, ext. 5855
Executive Member: Councillor Stuart Bray

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SCRUTINY COMMISSION – 14 MARCH 2013

PLANNING POLICY UPDATE REPORT OF DEPUTY CHIEF EXECUTIVE (COMMUNITY DIRECTION



Hinckley & Bosworth
Borough Council

A Borough to be proud of

WARDS AFFECTED: ALL WARDS

1. PURPOSE OF REPORT

To inform Members of the current progress of the Local Plan 2006 – 2026 and to outline the key milestones.

2. RECOMMENDATION

That Members note the contents of the report.

3. BACKGROUND TO THE REPORT

3.1 This report is in response to a request from Scrutiny Commission which read:

“Update on planning policy matters including site allocations/gypsy & travellers/core strategy”

Core Strategy

3.2 The Core Strategy sets out the general vision and spatial strategy for the delivery of the Local Plan (2006 – 2026). It outlines the broad locations for housing development, employment, retail and transport development and assigns a minimum housing figure for most settlements within the borough up to 2026. The Core Strategy was confirmed to be in accordance with the East Midlands Regional Plan and was adopted in December 2009.

3.3 The Core Strategy in conjunction with the Site Allocations and Development Management Policies DPD and the Earl Shilton and Barwell Area Action Plan when adopted will help sustain a 5 year supply of housing land.

Site Allocations and Development Management Policies DPD

3.4 This DPD identifies specific sites for particular uses, such as housing, employment, retail and open space that will deliver the aims and vision of the Core Strategy. It also contains key development management policies for use in day-to-day decision making on planning applications such as design guidance, conservation and protection of open spaces.

3.5 The Site Allocations was consulted upon in February 2009 and received a total of 13,500 representations which predominantly focused upon the gypsy and traveller allocations within the document. The gypsy and traveller allocations will now be dealt with via a separate document which is outlined below. The 13,500 representation have been summarized and are contained within the Preferred Option Consultation Report.

3.6 Potential designations for rural and urban settlements are currently being re-evaluated to take account of Preferred Option consultation responses, updated national policy and evidence bases and recent planning decisions. Housing allocations will only be made in those settlements which have a residual housing

requirement. The settlement boundaries will be amended within this document to take account of permissions granted.

- 3.7 The draft development management policies and accompanying supporting text have been reviewed by Development Control Officers, these will now be subject to review and amendment through a cross-party member working group in March 2013.
- 3.8 The submission version of the Site Allocations and Development Management Policies DPD will be reported to Members over the summer prior to public consultation in late summer early autumn 2013.

Earl Shilton and Barwell Area Action Plan

- 3.9 The strategy for the future development of the two settlements including the two sustainable urban extensions is set out in the adopted Core Strategy. The AAP will allocate land for the two sustainable urban extensions, and will set out in more detail the framework for future development in the two settlements.
- 3.10 In addition it will provide development management policies for design guidance, conservation and protection of open space for use in the day to day assessment of planning applications within the settlements of Earl Shilton and Barwell.
- 3.11 The emerging AAP and its supporting evidence bases are being used to inform discussions with the Barwell SUE applicant and will be utilised where appropriate during the decision making process on the planning application.
- 3.12 The submission version of the AAP is currently being compiled incorporating, in particular, the results of the highways modelling work using the Leicester and Leicestershire Integrated Transport Model. The results are being used to inform the Barwell SUE application.
- 3.13 The submission version of the AAP will be reported to Members prior to public consultation in late summer early autumn 2013 alongside the Site allocations and Development Management Policies DPD.

Gypsy and Traveller Allocations DPD

- 3.14 This document will allocate sites for gypsies and travellers to meet the needs of the borough. These allocations were previously identified in the Preferred Options Site Allocations and Generic Development Control consultation document.
- 3.15 A large number of representations were received on these allocations which highlighted the requirement for more up-to-date evidence and further consultation. In order to undertake this work and progress the Site Allocations DPD the gypsy and traveller allocations were removed and a separate Gypsy & Traveller Allocations DPD will be developed.
- 3.16 Following the publications of the new Government guidance on the assessment of gypsy and traveller needs and the allocation of sites a new assessment to determine the needs of gypsies and travellers within the borough has been undertaken. This study was extended to assess the existing sites within the borough and whether the sites were capable of intensification or extension to meet the natural population growth of the residents of the sites. This study is currently being finalised and will be reported to Members in the summer. It will inform the preferred option version of the Gypsy and Traveller Allocations DPD that will be consulted upon in early 2014.

Market Bosworth Neighbourhood Development Plan (NDP)

- 3.17 The NDP will form one of the central planning policy documents guiding development in Market Bosworth. In conjunction with the adopted Core Strategy, NDP's form a central element to the Localism Bill and wider agenda.
- 3.18 These plans are community led local planning documents which will be initiated and produced by parish or community forums, in-line with the objectives of the Core Strategy and with assistance from the planning authority.
- 3.19 The Market Bosworth Neighbourhood Forum submitted to the Borough Council its application for the designation of the NDP boundary for the purposes of preparing a NDP. This boundary follows that of Market Bosworth parish boundary. The public consultation on the appropriateness of the proposed boundary was completed on 21 January 2013. In addition the Market Bosworth Neighbourhood Forum, who is preparing the plan, conducted a public drop-in session on 25 January 2013 to gather views and aspirations from the community for the NDP.
- 3.20 At Council on 21 February 2013 members approved the proposed Market Bosworth neighborhood area boundary for the purposes of producing a Neighbourhood Development Plan. The Market Bosworth NDP area is now a designated planning entity for the purposes of producing a NDP.

Evidence Bases

- 3.21 It is fundamental that all elements of the Local Plan (2006 – 2026) are underpinned by evidence, therefore the following evidence bases have been prepared to inform the next stage of document production;
 - Extended Phase 1 Habitat Survey
 - Site Allocations and Generic Development Control Policies Preferred Option Consultation Report
 - Community, Cultural and Tourism Facilities Review
 - Open Space, Sport and Recreational Facilities Review
 - Strategic Housing Land Availability Assessment
 - Green Wedge Review
 - Renewable Energy Capacity Study
 - Employment Land and Premises Review
 - District, Local and Neighbourhood Centre Review
 - Areas of separation Review
 - Assessment of New Green Wedge Allocations Topic Paper

4. FINANCIAL IMPLICATIONS [PE]

In relation to the Site Allocations and Development Management DPD and the Earl Shilton and Barwell Area Action Plans, sufficient funds for these documents have been planned for and are available through the LDF reserve.

However, with regard to the Gypsy & Traveller Allocations DPD, while the costs of the assessment referred to in paragraph 3.16 were covered, should the DPD be developed, a supplementary budget will need to be requested to cover the costs of same. The reason why the funds were not accounted for in the LDF Reserve is because the Gypsy and Traveller allocations were originally intended to be a part of the Site Allocations and Development Management Policies DPD.

5. LEGAL IMPLICATIONS (AB)

None as this report is for noting only.

6. CORPORATE PLAN IMPLICATIONS

6.1 The delivery of the Hinckley and Bosworth Local Plan facilitates the delivery of the following aims of the Corporate Plan 2009 – 2014:

- Cleaner and greener neighbourhoods
- Thriving economy
- Safer and healthier borough
- Strong and distinctive communities
- Decent, well managed and affordable housing

7. **CONSULTATION**

The documents which make up the Local Plan 2006 - 2026 are all subject to periods of consultation at key stages of document production which will be undertaken in line with the Councils adopted Statement of Community Involvement.

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 / decisions were identified from this assessment:

Management of significant (Net Red) Risks		
Risk Description	Mitigating actions	Owner
Following the publication of the NPPF and the introduction of the requirement to have a 5 year housing land supply (including either a 5% or 20% buffer) the importance of delivering the allocation documents is fundamental so that the development pressure on rural areas is reduced.	Adopt the Site Allocations and Development Management Policies DPD and the Earl Shilton and Barwell AAP expediently.	Sally Smith

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

9.1 The documents contained within the Local Plan 2006 – 2026 have borough wide implications.

10. **CORPORATE IMPLICATIONS**

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

- Community Safety implications - None identified
- Environmental implications – None identified
- ICT implications - None identified
- Asset Management implications - None identified
- Human Resources implications - None identified
- Planning Implications - Contained within the body of the report
- Voluntary Sector - None identified

Background papers: Local Development Scheme Timetable (July 2012)

Contact Officer: Sally Smith (Ext. 5792)

Executive Member: Councillor Bray

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Year	2011												2012												2013												2014												2015												2016																							
Month	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
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Gypsy and Traveller Allocations DPD																																																																																				
Earl Shilton & Barwell Area Action Plan (Scenario 1)																																																																																				
Earl Shilton & Barwell Area Action Plan (Scenario 2)																																																																																				
Community Infrastructure Levy Charging Schedule																																																																																				
Supplementary Planning Documents																																																																																				
Play and Open Space Developer Contributions SPD																																																																																				
Sustainable Design SPD																																																																																				
Shopping and Shop Fronts SPD																																																																																				

1	Commencement of Document & Preparation
2	Drafting of Options
3	Consultation on Preferred Options / or Draft SPD & Sust
4	Analysis of Consultation Responses
5	Drafting of Submission Document
6	Committee Cycle
7	Consultation on Submission Document
8	Analysis of Consultation Responses
9	Date for submission to Secretary of State
10	Pre-examination Meeting
11	Commencement of Hearing/Examination
12	Proposed Date for Adoption

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SCRUTINY COMMISSION – 14 MARCH 2013

UPDATE ON DOG FOULING REPORT OF PUBLIC SPACE MANAGER

WARDS AFFECTED: ALL WARDS



Hinckley & Bosworth
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A Borough to be proud of

1. PURPOSE OF REPORT

To update Scrutiny Commission on the work of the Clean Neighbourhood team to reduce dog fouling.

2. RECOMMENDATION

Scrutiny Commission endorses the work of the Clean Neighbourhood team outlined in this report.

3. BACKGROUND TO THE REPORT

Dog fouling and litter have been identified in numerous surveys as having the biggest detrimental impact on clean neighbourhoods in the Borough. Tackling dog fouling and litter, and changing behaviour to prevent these environmental crimes will be the priority for the Clean Neighbourhood Service during 2013 /14.

Reports of incidents of dog fouling and requests for dog fouling stencils are decreasing in number :-

2012/13: 155 (to end of January 2013)

2011/12: 272

2010/11: 295

2009/10: 337

The problem increases significantly during the winter months (because darker nights and mornings mean dog walkers are not as easily seen if they do not clean up after their dog), and in poorer weather (dog walkers are less inclined to spend time outdoors clearing up dog fouling).

Highest numbers of incidents are reported in Hinckley, Burbage, Barwell and Earl Shilton.

The Clean Neighbourhood Service has recently been restructured into locality based teams aligning the Neighbourhood Wardens enforcement and engagement roles with the street cleansing staff to ensure we tackle dirty neighbourhoods by:

1. Ensuring we are cleaning areas efficiently and effectively.
2. Education - Changing behaviour of people who commit environmental crime to reduce the incidence of litter, dog fouling etc.
3. Engagement – working with partners and communities to reduce the incidence of dog fouling. To do this successfully we need to make this everyone's responsibility.
4. Environment – removing the excuses dog owners have by providing plenty of places they can dispose of dog fouling.
5. Enforcement – Where we have intelligence, targeting patrols to issue fixed penalty notices for dog fouling.

The Dog Warden is based within Environmental Health and primarily deals with dog welfare issues and encouraging responsible dog ownership. She works with the Neighbourhood Warden's where relevant on education and engagement initiatives.

Our key methods of tackling dog fouling are:-

1. Clearing dog fouling – all street cleaners pick up dog fouling when they see it. Reports of dog fouling are normally visited and cleaned within 24 hours (longer if reported at weekends). The Council began a programme of pavement sweeping in Hinckley in February 2013. This is increasing the removal of dog fouling, and will be extended across the Borough during 2013/14. NB removal of dog fouling on parish council land is a parish council responsibility.
2. Provision of bins – The number of litter bins has been increased and new bins are installed where requested. All Borough Council litter bins are now able to be used for the disposal of bagged dog waste and this has been promoted through the “any bin will do” stickers which now appear on the majority of litter bins. These tickets can be supplied free of charge to Parish Council’s for their bins on parks if requested. Separate dog waste bins are provided by HBBC on Council owned green spaces. Where these are in Hinckley these are funded through the Hinckley area budgets.
3. Stencils on pavements in problem areas – all street cleaning teams now regularly spray temporary stencils on pavements when they receive a complaint about dog fouling. These usually last for 3-6 months. This raises the awareness amongst dog owners that they can be fined for not cleaning up after their dog, and that the Council are aware that dog owners are not cleaning up after their dogs in this location.
4. “Wanted” posters which request information about people not cleaning up after their dogs. This acts as a deterrent by raising awareness amongst dog owners that we are aware of a dog fouling problem in this area and will be issuing fixed penalty notices if we identify offenders, and that the general public can also report offenders.
5. Report it cards – these are distributed to households near where problems have been reported. They request residents to report people not cleaning up after their dogs and provide information which can be used for enforcement e.g. description of offenders, time of fouling etc. These are also given out at hot spots e.g. jittys / parks whilst the Neighbourhood Wardens are patrolling to raise awareness that we are enforcing and that there is a problem in this area. Report it cards returned are followed up by patrols by the Neighbourhood Wardens.
6. Large “Clean up and keep everyone safe” signs are used by the Neighbourhood Wardens on sites with persistent problems e.g. Burbage Common, Thornton reservoir. These are available for use by Parish Councils on their parks on request.
7. On going work with schools who report a problem, or near where we identify there to be a problem. This is a focus of our efforts during Spring 2013. Letters have been sent to 48 schools and so far in partnership with the schools, the dog warden, the Neighbourhood Wardens will be working with 7 schools (assemblies for children, talking to parents, and report it card handouts at school gates at the end of the school day). Schools signed up to date are St Peters Primary (Market Bosworth), Burbage Juniors, Burbage Infants, St Margaret’s Primary (Stoke Golding), Newlands Primary (Barwell), Richmond Primary (Hinckley) and Elizabeth Woodville Primary (Groby). It is hoped that more schools will join us over the next few weeks,
8. Monitoring – the Local Environment Quality System (LEQ) we currently use is derived from NI195 and does not measure incidents of dog fouling. A new monitoring system is being introduced from April 2013 which will target improvements in cleanliness of our dirtiest areas. Incidents of dog fouling will be monitoring, and dog fouling hot spots selected for monitoring.
9. Enforcement – Catching offenders and enforcement is difficult, and time consuming. National research (Keep Britain Tidy Group) suggests that receiving a fine only has a short term benefit in terms of changing peoples behaviour and that education and engagement are far more effective methods of reducing

environmental crime. The Neighbourhood Wardens therefore patrol areas where we have intelligence which directs us to an offender i.e. where we have a description of a dog, times the dog fouls etc. This includes early morning patrols. 2 fpn's for dog fouling have been issued April – January 2012/13, 6 during 2011/12. The Borough Council has in the past paid for training of parish council staff but very few fpn's have been issued by these staff. The Civil Parking Enforcement Officers started enforcing for environmental crimes in 2010 and whilst they regularly issue litter from vehicle fines, the nature of their work means they do not encounter acts of dog fouling.

10. Project Endeavour – Imminent changes are planned to record incidents of dog fouling and other environmental crime as antisocial behaviour within the Sentinel system. This data will then be available to all partners within Project Endeavour and enable the partnerships resources to be tactically deployed to tackling priority dog fouling incidents.
11. Free dog fouling bags – the Neighbourhood Wardens, street cleansing staff and grounds maintenance staff continue to provide free dog bags at community events, throughout their working day and through Hollycroft Park, Burbage Common Visitor Centre and at the Council reception.
12. General awareness raising through press releases, articles in parish council news letters, signage on Council vehicles etc.

Additional measures we will be seeking to implement during 2013/14 are:-

1. Partnerships with parish council's (letter sent to every parish in February 2013), community houses and other community groups such as Hinckley Neighbourhood Watch to increase distribution of report it cards, increase awareness amongst dog owners that not clearing up after dogs is not acceptable to the wider community. The involvement of other organisations is key to reducing this problem.
2. Increase reporting and intelligence from the community about people who do not clean up after their dogs.
3. Targeting professional dog walkers to ensure they are cleaning up after their dogs.
4. Targeting report it cards and wanted posters at Vets, dog grooming parlours, pet food stores, dog training businesses etc to increase awareness amongst dog owners that they need to clean up after their dogs and that responsible dog owners will be reporting them too.
5. Pre-empting the winter 2013/14 increase in incidents of dog fouling through coverage in the Borough Bulletin, twitter, face book and the local press of the Borough Council's work to reduce dog fouling and encourage responsible dog ownership.
6. Maximise opportunities to work with other local councils and join national campaigns.

4. FINANCIAL IMPLICATIONS (TO)

There are no financial implications arising from this report. All the expenditure referred to (posters, bins, signs, publicity etc) can be met within existing Street Cleansing and Neighbourhood Warden budgets.

5. LEGAL IMPLICATIONS (AB)

Although the Dog (Fouling of Land) Act 1996 has been repealed the Council still has power to prosecute for dog fouling under transitional provisions and for the serving of fixed penalty notices.

6. CORPORATE PLAN IMPLICATIONS

Clean Neighbourhoods is one of the five Corporate Plan priorities. Reducing the incidence of dog fouling is key to achieving this priority.

7. CONSULTATION

Consultation for the enforcement policy for the Neighbourhood Wardens in 2009, identified littering and dog fouling to be the resident's main concerns.

Citizens Panel survey 2011 identified enforcement and education as one of the top 4 priorities for improvement. A post was moved from Green Spaces to the Clean Neighbourhoods Service to increase the resources for education and engagement. The Clean Neighbourhood Officer started September 2012.

Citizen's panel survey 2012 identified Clean Neighbourhoods as residents top priority council service.

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.

No significant risks have been identified in association with this report.

9. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

No equalities issues identified.

Dog fouling occurs across the Borough. The Clean Neighbourhood Service works across the Borough to reduce incidents of dog fouling.

10. CORPORATE IMPLICATIONS

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

- Community Safety implications – joint working through Project Endeavour
- Environmental implications – reducing dog fouling improves the environment.
- ICT implications - none
- Asset Management implications - none
- Human Resources implications - none
- Planning Implications - none
- Voluntary Sector – partnerships will be required

Background papers: None

Contact Officer: Caroline Roffey
Executive Member: Cllr Bill Crooks

SCRUTINY COMMISSION – 14 MARCH 2013

WELFARE REFORM CHANGES & IMPACT ON HBBC RESIDENTS

REPORT OF DEPUTY CHIEF EXECUTIVE (CORPORATE DIRECTION)



Hinckley & Bosworth
Borough Council

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WARDS AFFECTED: ALL WARDS

1. PURPOSE OF REPORT

To brief members on the impact of the welfare reform changes.

2. RECOMMENDATION

The Scrutiny Commission endorses the report.

3. BACKGROUND TO THE REPORT

On 8 March 2012 the Welfare Reform Act received Royal Assent. The Act legislates for the biggest change to the welfare system for over 60 years. The Act introduced a wide range of reforms impacting upon working age benefit recipients within Hinckley & Bosworth Borough Council.

3.1 Under Occupancy in the Social Rented Sector – Effective April 2013

Those who are of working age and assessed to be under occupying for housing benefit purposes will have their housing benefit reduced by a percentage rate of their eligible rent depending on the number of bedrooms they are deemed to be under occupying:

- 14% for one extra bedroom
- 25% for two or more bedrooms

The new rules will restrict the size of accommodation you can receive Housing Benefit for based on the make up of your household. The new rules allow one bedroom for:

- every adult couple (married or unmarried)
- any other adult aged 16 or over
- any two children of the same sex aged under 16
- any two children aged under 10
- any other child (other than a foster child or child whose main home is elsewhere)
- a carer (or team of carers) who do not live with you but provide you or your partner with overnight care

Example of under occupancy calculation

A couple live in a three bedroom property with two daughters aged one and three. Currently the total eligible rent is £75.00 and full benefit is paid.

From 1 April 2013 when applying the size criteria they only need a 2 bedroom house calculated as follows

- One bedroom for the couple.
- One bedroom for their two children as they can share a room until they are sixteen.

Therefore they are under occupying by one bedroom

Total eligible rent = £75.00 minus 14% reduction £10.50.

Total rent paid from April 2013 = £64.50.

The number of restrictions on all social housing within the Borough amounted to 604 restrictions with 506 households seeing a 14% reduction in benefit entitlement and 98 households facing a 25% cut in entitlement.

HBBC Position

In respect of our housing stock 313 households will experience a reduction of 14% and 71 will have the housing benefit reduced by 25%. A decision has been made to visit all tenants affected by the under occupancy changes commencing March 2013.

A tenant information pack is being prepared to use on the visits. This will include all information and advice including options available to affected customers, information on taking in a lodger, choice based lettings information, mutual exchange, credit union, useful contact numbers and websites.

Housing will be reviewing their rent arrears policy and enforcement procedures in light of the welfare reforms.

3.2 Benefit Cap – Effective Summer 2013

The government is introducing a £26,000 cap on the total amount of benefits that working-age people in the UK can receive (including job seeker's allowance, housing benefit, child benefit and carer's allowance), limiting it to £500 a week for families, or £350 for childless single-adult households.

Our understanding was that the Cap was to be introduced nationally from April 1 2013. However this has now changed and four Local Authorities Bromley, Croydon, Enfield and Haringey will be the first to start to apply the Benefit Cap from April 2013. The four Local Authorities within London were chosen to start the phasing in of the Benefit Cap as London has the highest percentage of potential Benefit Cap claimants and a diverse cross section of residents.

For all other Local Authorities across the country, including HBBC, national rollout will take place over the summer and as such all households identified as being appropriate to be capped will, in line with existing plans, have been capped by the end of September 2013.

Housing Benefit is the only benefit affected by the Cap so if other benefits add up to more than the cap then only housing benefit can be cut.

The DWP are writing to all those households affected by the cap.

HBBC Position

Data has been received from the DWP in January 2013 listing the customers potentially affected by the benefit cap. Analysis indicates a maximum of 20 families will be affected by the cap if their circumstances remain unchanged. We have contacted the majority of the customers identified in the January data who have also been made aware of other forthcoming changes including the Local Council Tax scheme and the under occupancy changes. The intention is to visit all affected customers nearer the implementation date, once this is known.

For illustrative purposes the latest list from the DWP provides an indication of the relatively small number of households affected by the cap but if you compare the 'H/B' column with the 'Potential Deduction' column in most cases there is a significant reduction in weekly entitlement to housing benefit.

POSTCODE	SINGLE	BENEFIT	H/B	TOTAL BENEFITS	POTENTIAL DEDUCTION	TENURE	BEDROOMS
LE67	Y	I/S	£99.17	£606.59	£98.67	H/A	4
LE9	N	ESA	£160.38	£606.30	£54.08	PRIVATE	4
LE9	N	JSA	£91.16	£607.62	£90.66	H/A	3
LE67	Y	I/S	£150.00	£564.47	£64.47	PRIVATE	4
LE9	Y	I/S	£144.23	£552.94	£52.44	PRIVATE	4
LE6	N	JSA	£86.54	£608.80	£86.04	PRIVATE	4
LE9	Y	I/S	£138.46	£553.88	£53.88	PRIVATE	3
LE10	N	JSA	£96.92	£527.49	£27.49	PRIVATE	3
LE10	N	JSA	£99.22	£532.04	£67.18	H/A	3
LE9	Y	I/S	£126.92	£541.02	£41.02	PRIVATE	3

3.3 Council Tax Local Scheme

From April 1 2013, the Government is ending the national Council Tax Benefit scheme and reducing by approximately 10% the amount of money local councils receive to provide full relief on Council Tax for working age people.

All current working age Council Tax Benefit customers will see a reduction in their entitlement under the new Council Tax Support scheme. All working age claimants will have to pay at least 8.5 per cent of the Council Tax bill even if they previously had nothing to pay.

Pensioners will not be affected by these changes. Although pensioners will be moved onto the new Council Tax Support scheme they will be protected and will not have their benefit cut under the new scheme

HBBC Position

There are approximately 3,128 households who will be affected by the changes of which 2,368 have not had to pay council tax before.

The table below shows the current Council Tax charge for each band in Hinckley and the additional amount working age taxpayers will need to pay if they currently receive 100% council tax benefit.

Band	Your Council Tax charge for 2013/14	The amount of Council Tax paid in 2012/13	Amount you would need to pay for the year under the new scheme	Amount you would pay each week under the new scheme
A	£966.57	£0	£82.16	£1.58
B	£1,127.66	£0	£95.85	£1.84
C	£1,288.76	£0	£109.54	£2.11
D	£1,449.85	£0	£123.24	£2.37
E	£1,772.04	£0	£150.62	£2.90
F	£2,094.23	£0	£178.01	£3.42
G	£2,416.42	£0	£205.40	£3.95
H	£2,899.70	£0	£246.47	£4.74

Following a change in the legislation all taxpayers have the right to pay over 12 months instead of 10 and this is being widely promoted.

Protection for the vulnerable

Discretionary Discount Fund

The fund has been set up which is a County Wide agreement funded by local authorities, Leicestershire County Council, The Office of the Police and Crime Commissioner and Leicestershire Fire and Rescue Service.

The Council Tax Discretionary discount has been developed to ensure people who are experiencing severe financial hardship can apply for short term help

The main elements of the scheme are that

- The discount is applicable for Council Tax only
- Applicants do not have to be in receipt of Council Tax Support
- Any award is shown as a discount on the Council Tax Bill
- The amount of discount given will be subject to the applicants individual circumstances
- The application is processed by the billing authority

The fund will have common eligibility criteria enabling discretionary discounts to be offered to residents on a case by case base.

Types of vulnerable people
The applicant or household or a dependent child in receipt of the middle or higher rate of Disability Living Allowance (DLA)
The applicant or household is a disabled adult living in supported living accommodation who have carers and are unable to work due to their health
The applicant or household is in receipt of Employment Support Allowance (ESA) with support component
The applicant or household is a care leaver up to the age of 22 years
The applicant or household is deemed vulnerable through drug or alcohol dependency who are attending a rehabilitation programme
The applicant or household has suffered domestic violence and is being supported by accredited local schemes to move into permanent accommodation, inclusive of forced marriages
The applicant or household is a foster carer and has current foster child placements
The applicant or household has dependent children under the age of 5 and is living on income support
Applicant or households who provide care who are single or a couple, and have no other income (other than income support) where they are in receipt of carers allowance
The applicant or household is a foster carer (child or adult) and is in between foster care placements
The applicant or household has parental care responsibility for non-resident children
The applicant or household is a hostel leaver where they were resident in a hostel engaging with support while resident. Minimum period of hostel residency is 3 months

There may be a number of vulnerable individuals who do not fall into any of the above categories and in this event awards may be considered due to severe financial hardship.

Discretionary Housing Payments

Discretionary Housing Payments (DHPs) provide customers with further financial assistance when a local authority considers that help with housing costs is needed.

Housing costs are not defined in the regulations and this therefore gives us a broad discretion to interpret the term as long as it is reasonable. Therefore housing costs can include

- rent in advance
- deposits
- other lump sum costs associated with a housing need such as removal costs.

The prime reasons for granting DHP's include:

- alleviating poverty
- encouraging and sustaining people in employment
- tenancy sustainment and homelessness prevention
- safeguarding residents in their own homes
- keeping families together
- supporting the vulnerable or the elderly in the local community
- helping customers through personal and difficult events

HBBC Position (2013/2014)

The total funding for the Hinckley & Bosworth discretionary discount fund is £58k, of which Hinckley & Bosworth Council will fund £6k with the balance provided by major preceptors.

The DHP funding for the Borough is £93,843.

As a result of the additional funding that all councils have received we will be required to provide a breakdown of our spend in terms of those households:

- affected by the benefit cap
- affected by the social sector size criteria
- affected by LHA reforms
- any other reason

3.4 Changes to discounts/exemptions on empty homes

From the 1 April 2013 exemptions that were previously granted on homes that were vacant and substantially furnished (Class C) and homes that were vacant and required major works or structural alterations (Class A) have been abolished and replaced with locally set discounts.

Class C (Previously exempt for up to 6 months)

From the date that the property becomes vacant (unoccupied and substantially unfurnished) no Council Tax is payable for the first month and thereafter a full charge is payable.

Class A (previously exempt for up to 12 months)

From the date that the property becomes vacant and requires major repair works and structural alterations a 50% charge will be payable for up to 12 months, thereafter a full charge is payable.

Second Homes

The 10% second home discount is removed from the 1 April 2013.

HBBC position

The council has written to all those affected by the changes. In terms of notifications we issued:

- 512 letters to those affected by Class C changes.
- 71 letters to those affected by Class A changes.
- 179 letters to those who will no longer be in receipt of the 10% discount.

4. FINANCIAL IMPLICATIONS (KB)

- 4.1 The changes to under occupancy and the benefit cap will have a net nil impact on the Council's financial position. This is on the basis that whilst less benefit will be awarded for those individuals impacted, correspondingly less subsidy will be received by the Authority
- 4.2 The impact of the Local Council Tax Scheme and the changes in charges in empty properties will impact the Council through an adjustment to the Council Tax base and therefore the precept received. For this Council, this has resulted in a reduction in Council Tax precept of £318,617 in 2013/2014 when compared to 2012/2013. In order to manage this shortfall, the Council has been awarded £544,764 of Council Tax Support Grant in 2013/2014, £143,000 of which has been transferred to parish Councils.
- 4.3 The impact of the changes in Council Tax charging, will have an additional impact of increasing income received in the Councils Collection Fund. Any surplus on the collection fund (ie the difference between Council Tax collected and precepts and write offs expended), will be shared amongst the preceptors and Hinckley & Bosworth Borough Council for transfer into the General Fund. The levels of this surplus will be confirmed during the year but will need to be adjusted for any bad debt provision that should be raised to reflect the "new" Council Tax may be harder to recover.
- 4.4 Specific administration funding of £20,660 has been budgeted for 2013/2014 from the major preceptors to fund the cost of implementing the new Council Tax Support Scheme. In addition, the Council will fund £2,440 of these costs.
- 4.5 As outlined in the body of the report, the cost of the Discretionary Discount Fund for this Council will be met in the majority by the main preceptors, with £6k budgeted to be funded from the General Fund. £93k of funding will also be received for Discretionary Housing Payments.

5. LEGAL IMPLICATIONS (AB)

Contained in the body of the report.

6. CORPORATE PLAN IMPLICATIONS

The welfare reform changes are likely to create additional demands on the Council's operations - particularly around dealing with customer queries and debt collection and recovery.

7. CONSULTATION

None required in respect of this report.

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 / decisions were identified from this assessment:

Management of significant (Net Red) Risks		
Risk Description	Mitigating actions	Owner
Collection rates on the incremental billing for those receiving council tax benefits and also on the additional billings relating to empty and vacant properties is highly likely to be significantly below existing levels and may be below rates assumed in the financial assessment	The financial assessment assumes a 20% non-collection rate in respect of empty and vacant properties) Contingency in MTFS	S. Coop
In relation to the local scheme adverse economic conditions may result in council tax benefit caseloads (and discounts applied) being significantly greater than those assumed in the financial analysis presented	Detailed caseload data analysis has been undertaken Risk is shared between Council and major preceptors Initial scheme restricted to a one-year timeframe.	S.Coop

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

The mix of council tax benefit claimants is such that it is generally difficult to protect specific vulnerable groups, such as families with young children, or the disabled, as protecting these would result in a highly adverse impact on non-protected claimants

In order to mitigate the impact of the scheme on other vulnerable groups a Discretionary Discount Fund has been created that will allow the Council to support the most vulnerable residents on a case by case basis.

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
- Planning Implications
- Voluntary Sector

Background papers: Localisation of Council Tax Support (Report to full Council)

Contact Officer: Storme Coop Ext 5706

Executive Member: Cllr Keith Lynch

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SCRUTINY BRIEFING – 14th MARCH

UPDATE ON PROGRESS OF THE COUNCILS KEY CAPITAL PROJECTS REPORT OF DEPUTY CHIEF EXECUTIVE (CORPORATE DIRECTION & COMMUNITY DIRECTION)



Hinckley & Bosworth
Borough Council

A Borough to be proud of

WARDS AFFECTED: ALL WARDS

1. PURPOSE OF REPORT

1.1 To update members on progress of the key capital projects currently being delivered by the Council. More specifically the report will focus on:

- Hinckley Hub
- Jubilee Building
- Bus Station Development
- Leisure Centre
- The Atkins Building
- MIRA

1.2 To highlight to Members the position of each project with regard to its delivery and key milestones within their proposed programmes

2. RECOMMENDATION

2.1 Members note the content of this report.

3. PROJECT UPDATES

The Hinckley Hub - Hinckley Hub is the refurbishment of the former Flude hosiery factory to form a new public sector hub for Hinckley and Bosworth Borough Council, Leicestershire County Council, Job Centre Plus and other partners from the public sector. The development is part of the wider regeneration of Hinckley town centre and includes an adjacent new development of 46 affordable residential units.

The Hub is located close to Hinckley town centre at the junction of Rugby Road and Hawley Road, 300m from the proposed major bus station re-development and a five minute walk from the town centre and pedestrianised shopping area. The Rugby Road links directly to the A5/M69 junction (2.5 kilometres) and the Hub is also served by the nearby train station & adjacent supermarket (250m) and local bus services.

Construction began in January 2012 and is scheduled to complete by 2nd May 2013 and it is anticipated that the move will be complete by the end of May 2013. The developer is Nottingham-based architect & developer MRP supported by Aviva who are forward funding the project.

The refurbishment provides modern, open floor-plate office accommodation extending to circa 42,000sqft of net lettable area, including a joint reception area, HBBC conference rooms, in-house café facility and associated car parking.

The new civic suite will be designed as multi-functional conference and meeting space for use by third party organisations when not in use for HBBC civic functions. Negotiations are taking place with the Papworth Trust to provide a café / catering facility within the hub which will provide the opportunity for young adults with learning and physical difficulties to gain work experience and provide a valued service to staff

within the building with any profits made supporting the Papworth Trusts charitable objectives.

The project is contracted to achieve a prestigious BREEAM Excellent environmental rating and the Hub scores highly on energy efficiency and the use of renewable, sustainable transport, ecological regeneration and the use of sustainable materials.

The Council signed the agreement to lease with MRP Developments Ltd on 31st October 2011. The project is being lead by the Council's Estates and Asset Management Service under the direction of the Deputy Chief Executive (Corporate Direction) with overall project management responsibility falling to the Estates and Asset Manager.

A member board meets on a monthly basis. The composition of this Board is as follows:

- Executive Member for Finance, ICT and Assets
- Executive Member for Corporate Services and Equalities
- Deputy Chief Executive (Corporate Direction)
- Estates and Assets Manager
- Richard Anderson (MRP Developments Ltd)
- Mark Wilmott (MRP Developments Ltd)

The above Board meets with a wider Partnership Board once a quarter. This Board has officer and in the case of Leicestershire County Council Member representation from:

- Leicestershire County Council
- Leicestershire Probation Service
- Job Centre Plus
- Citizen Advice Bureau

It anticipated that there will be a phased relocation of Council Services into the Hub following a period of initialisation after practical completion. This period will see the installation of the reception, conference equipment, IT services and office furniture. Leicestershire County Council will follow the Hinckley and Bosworth Borough Council move with Job Centre Plus relocating late October early November 2013.

Atkins Building - Since opening in July 2010, the Atkins Cultural Enterprise Centre has become a focal point for serviced office accommodation with the Borough, with presently 25 offices on site, which are fully let. In addition to this, strong ties have been established with Creative Hinckley, a not for profit organisation featuring local creative industry practitioners, who let studio and gallery space off the Council. These studios have proved extremely successful, whilst the gallery has hosted numerous wonderful exhibitions from both national and international exhibitors.

In addition to this space, the building features an on site café and further dedicated office space taken by The Hinckley Times, Leicestershire County Council, the Revenue and Benefits Partnership and a renewable energy company '2OC'.

Regular events are held at the Atkins Building such as weekly Pilates and slimming classes and the building has become the new home of the local 'over 50's' group, who meeting every 3rd week. The building has just hosted an extremely successful wedding fair whilst a follow up heritage tour is scheduled for April 4th, which will encompass the Framework Knitters Museum, Atkins Building and Unitarian Chapel, with 50 members of the public signed up and extra tours having to be put on. In addition to this, Creative Hinckley run twice yearly craft fairs, which have proved to

be extremely popular. For Real Ale connoisseurs, The Camra Hinckley Beer festival is held in the building each year in September.

Financially, the projected revenue for 2012/13 is on course to meet the budget of £230,000 and an additional £17,000 has been made available for Council budget reserves due to additional surpluses generated. The meeting room space provided within the building has also proved extremely popular, generating an income of £16,000.

The new North Warwickshire and Hinckley College opened its doors in September 2011, which completed the regeneration of the former hosiery factory site. The College is proving very popular for students from Hinckley and Nuneaton.

Leisure Centre - Council approved the decision in November 2012 to proceed with the joint procurement (with Oadby and Wigston Borough Council) of a Partner (or Partners) to develop a new Leisure Centre and deliver the on going management of the Centre, through an OJEU procurement process

Council agreed to relocate the Leisure Centre to the current Council Offices site at Argents Mead. A number of alternative options were fully considered, including refurbishment of the existing Centre and relocation to an out of town site.

Secondary spend within Hinckley Town Centre from users who visit the Leisure Centre is considerable. Retaining the Leisure Centre within the town centre would support the economic growth and sustainability of the town centre.

The development on the Argents Mead site (the current Council offices) should maintain and enhance the green space ensuring the facility is sensitively designed to fit and add value to the park.

The aim is that the new wet and dry facility will be operational from summer 2015 at the end of the existing contract with SLM.

The facility would be expected to include as a minimum

- 25 metre, 6 lane swimming pool and learner pool
- 6 court sports hall
- Health and fitness facilities, including studios
- Ancillary supporting facilities

In addition the Councils are seeking a mix which will deliver an improved revenue position and leisure experience for its customers.

The Council has provided £7.2 million of capital to invest in the facility and would consider additional capital investment for the right scheme with either a partner(s) contribution or a share of revenue to cover any additional borrowing costs.

Short listing of Bidders is underway, with the aim to appoint a Partner prior to December 2013 followed by planning application process completed by April 2014.

Users of the existing Leisure Centre have been consulted and their requirements will be fed into the procurement process.

The Jubilee Building (New Depot) - In December 2011 Council agreed to progress a project to relocate the Middlefield Lane Depot to new premises, committing a project budget of £1,772,500.

In March 2012 a contract was agreed to purchase a suitable plot of land on the Harrowbrook Industrial Estate for the new works depot premises for £472,220 (inc. stamp duty).

Following public consultation exercises, with local residents and resident groups adjacent to the Harrowbrook site, the Estate Team submitted a planning application for the new site, The Jubilee Building, which received planning consent on 29th May 2012.

A full design and build construction contract was negotiated with Ashe Construction to the value of £1,127,074.

Construction work commenced on site in September 2012 with completion scheduled for March 2013.

At the time of writing the contract status is on-time and within the agreed budget.

Bus Station - This scheme includes for the redevelopment of the bus station site, including a new supermarket, Bus Station, 560 space car park, new shops, family restaurants and cinema. Outline planning permission for the development was granted on 18 January 2011. As it was not possible to acquire the entirety of the site through private negotiation, on 18 January 2011, the Council approved a Compulsory Purchase Order for the site. A Public Inquiry was heard in November 2011 and on 2 April 2012, the Hinckley and Bosworth Borough Council (Hinckley Bus Station) Compulsory Purchase Order 2011 was confirmed by the Secretary of State.

Council, at its meeting on 13 November, agreed to a Deal of Variation to the Development agreed on the basis of difficulties Tin Hat Regeneration Partnership were experiencing with securing early sign up of all the retail tenants due to the economic difficulties. It was therefore concluded that the most effective way to carry out the development would be in two stages, with the initial stage being the food store, the cinema, the family restaurants, the Bus Station and public realm improvements, with the remainder of the retail units coming forward as a second stage.

Discussions have been ongoing with Tin Hat Regeneration Partnership and Sainsbury's since November to determine phasing and delivery timescales.

MIRA - MIRA Transport Technology Park was awarded Enterprise Zone Status in 2011. Planning permission was granted in November 2011. This will involve investment of £350M over a ten year period, creating 2,500 new jobs. To facilitate early delivery of this scheme, Officers were successful in securing a Regional Growth Fund bid of £19.4M towards the upgrade of the A5, the provision of a new regional electricity sub-station and sustainable transport improvements. Funding is now secured and initial payments have been received from DCLG. Detailed design work is currently underway. Works are expected to start in November 2013 and be completed by autumn 2015.

4. **FINANCIAL IMPLICATIONS [IB]**

Capital Implications

Capital expenditure proposals for the Jubilee Building, Leisure Centre have been approved by Council on February 21st 2013. The anticipated receipts have been included in the funding of the Capital programme.

There will be no direct capital costs arising from the Bus Station Development. The anticipated capital receipt has been included in the funding of the capital programme approved by Council on 21st February 2013.

Revenue Implications

Revenue budgets for the Atkins building reflect the income levels detailed above.

For the MIRA project, HBBC are allowed to reclaim back administration costs incurred on the project. For next year these are estimated to be £33,100 and are allowed for within the revenue budget.

5. **LEGAL IMPLICATIONS [AB]**

This update report does not raise any legal implications as it is for noting only. Each project will raise specific legal implications in its own right.

6. **CORPORATE PLAN IMPLICATIONS**

The projects contained in this report are key capital investments which support the delivery of effective, economic and efficient service delivery to citizens of the Borough.

7. **CONSULTATION**

Various parties have been consulted for the individual projects contained within this report.

8. **RISK IMPLICATIONS**

Management of significant (Net Red) Risks		
Risk Description	Mitigating actions	Owner
Risk registers are kept for each projects and are updated according to each project programme		Lead Officers

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

Equality and rural implications with all partner organisations have been considered for each project and form a part of the business case for each development

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
- Planning Implications
- Voluntary Sector

Background papers:

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Hinckley Hub

Atkins Building

Hinckley Leisure Centre

Jubilee Building

Bus Station Development

Executive Member: Cllr Keith Lynch

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**Draft Protocol between the Police and Crime Panel and the
Leicestershire County Council Scrutiny Commission**

This protocol concerns the relationship between the Police and Crime Panel and the County Council’s Scrutiny Commission. Its purpose is to ensure that:-

- (i) Mechanisms are put in place for exchanging information and work programmes so that issues of mutual concern/interest are recognised at an early stage and are dealt with in a spirit of co-operation and in a way that ensures the complementary responsibilities of the PCP and the Scrutiny Commission are managed;
- (ii) There is a shared understanding of the process of referrals and arrangements for dealing with such referrals.
- (iii) Share information on work programmes.

.....
**Chairman of the
Police and Crime Panel**

.....
**Chairman of the
Scrutiny Commission**

Date

Role of the Police and Crime Panel

Elected Police and Crime Commissioners (PCCs) and Police and Crime Panels (PCPs) were introduced by the 2011 Police Reform and Social Responsibility Act. Under the Act, the PCC is responsible for holding the Chief Constable to account, securing an efficient and effective local police force and carrying out functions in relation to community safety and crime prevention.

The Leicester City, Leicestershire and Rutland Police and Crime Panel will be responsible for publicly scrutinising the actions and decisions of the PCC and in doing so will, inter alia:

1. Review and make a report or recommendation on the draft police and crime plan.
2. Hold public meetings to consider the annual report from the Police and Crime Commissioner.
3. Review and scrutinise decisions, or other action taken, by the Police and Crime Commissioner in connection with the discharge of his functions.
4. Publish all reports and recommendations the Panel makes and send copies to the constituent local authorities.

Role of the Scrutiny Commission (as the designated Crime and Disorder Committee)

Section 19 of the Police and Justice Act 2006 requires every local authority to have a crime and disorder committee with the power to review or scrutinise decisions taken in connection with the discharge by the Responsible Authorities* of their Crime and Disorder Functions. The Crime and Disorder (Overview and Scrutiny) Regulations 2009 complement the provisions under Section 19.

The County Council has designated the Scrutiny Commission as the Crime and Disorder Committee.

The Scrutiny Commission has determined that it will meet at least once a year to consider Crime and Disorder related issues. It will do so primarily by reviewing and scrutinising the Annual Report of the Community Safety Partnership. The role of the Commission is to act as a 'critical friend' by constructive challenge at a strategic level. The Commission has also agreed that it will consider crime and disorder matters at other meetings should the need arise.

*** Responsible Authorities on Community Safety Partnerships include:-**

Local Authorities (County Councils and District Councils)

The Police Force

The Fire and Rescue Service

The Primary Care Trust (or successor bodies)

Note – the Police Authority was previously identified as a Responsible Authority. The Police and Crime Commissioner has NOT been designated as a responsible authority for these purposes. However the Police and Social Responsibility Act places a mutual responsibility on PCCs and responsible authorities on the CSP to co-operate to reduce crime, disorder and re-offending.

Working Principles

Given the common aims of both the Scrutiny Commission and the PCP to scrutinise the delivery and effectiveness of measures aimed at reducing crime and disorder and enhance public safety , it is vital that they:

- (i) work in a climate of mutual respect and courtesy;
- (ii) have a shared understanding of their respective roles, responsibilities and priorities;
- (iii) promote and foster an open relationship where issues of common interest and concern are shared in a constructive and mutually supportive way;
- (iv) share work programmes, information or data they have obtained to avoid the unnecessary duplication of effort.

Whilst recognising the common aims and the need for closer working, it is important to remember that the Scrutiny Commission and the PCP are independent bodies and have autonomy over their work programmes, methods of working and any views or conclusions they may reach. This protocol will not preclude either body from working with any other local, regional or national organisation to deliver their aims.

What Will This Mean In Practice

The Police and Crime Panel is a creature of statute only recently established. Clearly it will need time to establish itself and its modus operandi. The proposals now outlined below will need to be revisited in 12 months' time to assess how these are working and to consider whether the scope now identified is appropriate.

PCP → Scrutiny

The Police and Crime Panel shall, in discharging its responsibility for commenting on the Police and Crime Plan or any variation thereto, seek the views of the Scrutiny Commission. The Scrutiny Commission may, if it so wishes, submit written comments to the Police and Crime Panel.

The Police and Crime Panel shall, in discharging its responsibility for commenting on the Police and Crime Commissioner's Annual Report, seek the views of the Scrutiny Commission. The Scrutiny Commission may, if it so wishes, submit written comments or questions it considers merit raising with the PCC to the Police and Crime Panel.

Scrutiny → PCP

The Scrutiny Commission may, in discharging its responsibility for reviewing and scrutinising the Annual Report of the Community Safety Partnership, draw to the attention of the PCP any issues which would merit a discussion with the PCC.

PCP ↔ Scrutiny

Where either the Police and Crime Panel or the Scrutiny Commission considers that a particular issue (related to crime and disorder) would merit in depth investigation either by the Commission/Panel or by a task and finish group this should be discussed by the Chairmen and Secretariat of both bodies to determine the scope of such a review and agree to which body would take lead responsibility. The aim is to avoid duplication of effort and resources.

Scrutiny ↔ County Council PCP Representative

The County Council's representative on the Police and Crime Panel shall, if requested, attend meetings of the Scrutiny Commission to:

- provide an update on the work of the Police and Crime Panel and the key issues it has addressed and is proposing to address and to take back any concerns raised by the Committee;
- listen to and, if appropriate, participate in the deliberations of the Commission when it is discharging its Crime and Disorder Function.

Note – the Protocol between the PCC and the PCP specifies time limits within which the PCP is required to comment on the Precept, Annual Report and Police and Crime Plan. It will therefore be important for the Secretariat of the PCP and Scrutiny to liaise to ensure that meetings of Scrutiny are arranged so as to enable Scrutiny to meet to comment on the documents within the specified timescales.

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A Borough to be proud of

Hinckley & Bosworth
Borough Council

Overview and Scrutiny Work Programme 2012/2013

ISSUE 2012/05: MARCH 2013

Welcome to Hinckley and Bosworth Borough Council's Overview and Scrutiny Work Programme, which sets out the work to be carried out by the Council's Overview & Scrutiny function during 2012/2013.

A structured, focussed and supported scrutiny process, which dovetails into the Council's wider democratic, performance and financial management processes, provides for an evidence based approach to challenging and developing the Council's long term vision and priorities and ensuring that the needs of the Borough's Citizens are met.

This is the seventh year that we have managed the work of scrutiny through a work programme. Following a review of progress in November 2005, it was proposed that future work programmes be configured into the following categories to better represent all the roles and responsibilities of the Overview and Scrutiny Function:

- **Scrutiny Topics** – This includes items of particular interest to overview and scrutiny that can be classified as 'scrutiny topics' to investigate in particular detail.
- **Performance Management Information** – Information provided by the council identifying current performance levels against performance indicators, progress with implementation of business delivery plans, best value reviews and service improvement projects. This is in accordance with the Council's Performance Management Framework.
- **Participation in Policy Development Issues** – These are issues being revised or introduced by the Council or other external organisations. The Overview and Scrutiny Function should be engaged in the development of such matters so that the decision-making body (Executive, Council or external organisation) are informed of all possible views before taking a decision / agreeing a new policy.
- **Tracking of implementation with previous recommendations** – The scrutiny commission will review progress with the implementation of previously agreed recommendations.
- **Committee Management Issues** – These include the minutes of previous meetings, progress reports on actions, overview and scrutiny work programmes and development issues for the overview and scrutiny function.

The Work Programme ensures that Scrutiny's work is:

- outcome focussed;
- prioritised accordingly;
- resourced properly; and
- project planned properly.

The Work Programme has been designed to ensure it is a living document and it will be reviewed at each meeting of the Scrutiny Commission, and the Finance, Audit & Performance Committee will also review its section at each of its meetings, to ensure it remains focussed and relevant.

Councillor Matthew Lay
Chairman of Scrutiny Commission

SCRUTINY COMMISSION

TIMETABLE

Scrutiny Commission – Thursday 14 March 2013					
Function	Activity/ Objective	Reason	Vision, Values and Aims	Responsible (member/ officer)	External Involvement
Scrutiny topics	Section 106 developer contributions	Request of Commission for further information	All	SLB	
	Dog fouling – enforcement	Request of commission	Safer & healthier borough		
	Capital projects	Request of Commission for update	All	SLB/ Executive	
	Welfare Reform & impact on residents	Monitoring of impact on community to enable identification and support	All	SLB / COB / Executive	
Performance Management Information					
Participation in Policy Development Issues	Planning policy	Update on progress re site allocations & core strategy	All	Deputy Chief Exec (Community Direction)	
	Economic Regeneration Strategy	Action Plan Update	Thriving Economy	Deputy Chief Executive (Community Direction)	
Tracking Of implementation of previous recommendations	Disabled Facilities Grant	Request for information on future budget	All	Deputy Chief Executive (Corporate Direction)	
Committee Management Issues	Draft Protocol – PCP & LCC Scrutiny Commission	Consider suggestion of Leics County Council & its draft protocol	Safer & healthier borough	Scrutiny Commission / Head of Corporate & Scrutiny Services	Leicestershire County Council

Scrutiny Commission - Thursday 25 April 2013

Function	Activity/ Objective	Reason	Vision, Values and Aims	Responsible (member/ officer)	External Involvement
Scrutiny Topics	Linking colleges with industry	Request of commission	Thriving economy	Deputy Chief Exec (Community Direction)	LEP, colleges, businesses
	Welfare Reform	Update on progress and latest position	All	SLB / Executive	
	Parish & Community Initiative Fund	Annual report	Strong & Distinctive Communities	SLB	
Performance Management Information					
Participation in Policy Development Issues					
Tracking Of implementation of previous recommendations	Environmental Improvement Programme	Year end update as requested August 2012			
	Review of anti-poverty strategy	In light of welfare reforms – update on impact	All	SLB / Executive	Partners / community & voluntary sector / public
Committee Management Issues					