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Steve Atkinson MA(Oxon) MBA FIoD FRSA
Chief Executive

Date: 22 January 2013



Hinckley & Bosworth
Borough Council

A Borough to be proud of

To: **Members of the Executive**

Mr SL Bray (Chairman)
Mr DC Bill MBE (Vice-Chairman)
Mr DS Cope
Mr WJ Crooks

Mr DM Gould
Mr KWP Lynch
Mr MT Mullaney
Ms BM Witherford

Copy to all other Members of the Council

(other recipients for information)

Dear Councillor,

There will be a meeting of the **EXECUTIVE** in the Council Chamber, Council Offices, Argents Mead, Hinckley on **WEDNESDAY, 30 JANUARY 2013 at 6.00 pm** and your attendance is required.

The agenda for the meeting is set out overleaf.

Yours sincerely

Denise Bonser
Democratic Services Officer

A G E N D A

1. APOLOGIES

2. MINUTES (Pages 1 - 6)

To confirm the minutes of the meetings held on 12 September 2012 and 18 December 2012 attached.

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. ITEMS FOR DECISION UNLESS THE EXECUTIVE DETERMINES OTHERWISE

7. THE CHARTER FOR CHILDREN'S PLAY (Pages 7 - 16)

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

8. A BOARD ADVERTISING (Pages 17 - 22)

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

9. ATKINS BUILDING - PERFORMANCE AND BUDGET UPDATE (Pages 23 - 24)

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

10. THE COMMUNITY, CULTURAL AND TOURISM FACILITIES REVIEW (Pages 25 - 60)

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

11. BARWELL SUSTAINABLE URBAN EXTENSION - LEGAL BUDGET PROVISION

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

12. ESTABLISHMENT OF A HINCKLEY & BOSWORTH VOLUNTARY & COMMUNITY SECTOR HUB (Pages 61 - 70)

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

13. COMMUNITY HOUSES & NEIGHBOURHOOD MANAGEMENT (Pages 71 - 74)

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

14. TENANT SCRUTINY PANEL (Pages 75 - 82)

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

15. HOUSING REVENUE ACCOUNT RENT SETTING 2013/14 (Pages 83 - 86)

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

16. NATIONAL NON DOMESTIC RATES BASELINE 2013/14 (Pages 87 - 92)

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

17. COUNCIL TAX BASE 2013/14 (Pages 93 - 98)

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

18. ISSUES ARISING FROM OVERVIEW AND SCRUTINY

(If any)

19. 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

EXECUTIVE

12 SEPTEMBER 2012 AT 6.30 PM

PRESENT: Mr SL Bray - Chairman

Mr DS Cope, Mr DM Gould, Mr KWP Lynch, Mr MT Mullaney and Ms BM Witherford

Officers in attendance: Steve Atkinson, Bill Cullen, Louisa Horton, Karen Mason, Sally Smith and Simon Wood

148 APOLOGIES

Apologies for absence were submitted on behalf of Mr DC Bill and Mr WJ Crooks.

149 MINUTES

On the motion of Ms Witherford, seconded by Mr Cope, it was

RESOLVED – the minutes of the meeting held on 18 July 2012 be confirmed and signed by the Chairman.

150 DECLARATIONS OF INTEREST

No interests were declared at this stage.

151 POLICE AND CRIME PANEL ARRANGEMENTS

Executive were asked to agree the arrangements for the operation and composition of the Police and Crime Panel to enable that Panel to be set up formally.

On the motion of Mr Bray, seconded by Mr Mullaney, it was

RESOLVED –

- i) Executive note that the County Council operate as the host authority for the Police and Crime Panel;
- ii) the Panel's arrangements be approved as required by the Police Reform and Social Responsibility Act 2011 and the Terms of Reference of the Panel as set out in Appendices A and B of the report;
- iii) co-option of members from constituent authorities should be used to secure the balanced appointment objectives in relation to political balance and representation of the area covered by Leicestershire Police; and
- iv) subject to ongoing review, as provided by the Panel arrangements, the Police and Crime Panel should consider co-option of three additional members from Leicester City Council to achieve the balanced appointment objectives.

152 COMMUNITY GOVERNANCE REVIEW DRAFT RECOMMENDATIONS

Executive approval was sought for the Community Governance Review Draft Recommendation to be published for public consultation. Members were informed that

targeted letters would not be sent out until the register of electors has been finalised on 16 October 2012 .

On the motion of Mr Bray, seconded by Ms Witherford it was

RESOLVED – the report be approved.

153 THE DISTRICT, LOCAL AND NEIGHBOURHOOD CENTRE REVIEW FEBRUARY 2012

Members were presented with the District, Local and Neighbourhood Centre Review which will be used to inform the Site Allocations and Development Management Policies.

On the motion of Mr Bray, seconded by Ms Witherford, it was

RESOLVED – the report be approved.

154 SITE ALLOCATIONS AND DEVELOPMENT MANAGEMENT POLICIES DOCUMENT - SUPPLEMENTARY BUDGET

Members were requested to approve a supplementary budget of £49,000 funded by the LDF to enable an Employment Land and Premises Study and the Renewable Energy Capacity Study.

On the motion of Mr Bray, seconded by Mr Gould, it was

RESOLVED a supplementary budget of £49,000 be funded from the LDF Reserve to meet the cost of preparing the Employment Land and Premises Study and the Renewable Energy Capacity Study.

155 ASSESSMENT OF NEW GREEN WEDGE TOPIC PAPER AND STATEMENT ON THE CONSISTENCY OF THE GREEN WEDGE DESIGNATION WITH THE NATIONAL PLANNING POLICY FRAMEWORK

Members approval was sought to the New Green Wedges Topic Paper and Statement.

On the motion of Mr Bray, seconded by Mr Cope, it was

RESOLVED – the report be approved.

156 CULTURAL STRATEGY 2012-2017

Members approval was sought to the adoption of the new Culture and Sports Strategy. It was agreed that the inclusion of Sports in the title would give the Strategy a wider scope.

On the motion of Mr Cope, seconded by Mr Mullaney, it was

RESOLVED – approval be given to the Strategy and Members wished to thank officers for their hard work in preparing and fulfilling the Strategy.

157 REGENT STREET - PROPOSED REVISED TEMPORARY/EXPERIMENTAL TRAFFIC ARRANGEMENTS

Executive support was requested to the introduction of a revised experimental scheme in Regent Street, Hinckley and a request for financial support of the scheme.

Members were in agreement with the scheme in principle but were disappointed with the response from County Council who were unwilling to match fund the project.

RESOLVED –

- i) Executive support ‘in principle’ the proposals requested by the Hinckley Town Centre Partnership for the implementation of an experimental scheme for Regent Street, Hinckley; but
- ii) consideration of the funding be deferred until agreement be reached with County Council and the Hinckley Town Centre Partnership.

(The Meeting closed at 7.02 pm)

CHAIRMAN

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HINCKLEY AND BOSWORTH BOROUGH COUNCIL

EXECUTIVE

18 DECEMBER 2012 AT 5.00 PM

PRESENT: Mr SL Bray - Chairman

Mr DS Cope, Mr KWP Lynch, Mr MT Mullaney and Ms BM Witherford

Officers in attendance: Steve Atkinson, Bill Cullen, Sanjiv Kohli and Paul Langham

300 APOLOGIES

An apology for absence was submitted on behalf of Mr D Gould.

301 DECLARATIONS OF INTEREST

No interests were declared at this stage.

302 SHARED ICT SERVICE WITH MELTON DISTRICT COUNCIL

Members were asked to approve the proposal to extend its ICT Shared Services to include Melton Borough Council, in addition to Blaby District Council and Oadby and Wigston Borough Council.

On the motion of Mr Lynch, seconded by Mr Cope, it was

RESOLVED - Subject to satisfactory completion of pre contract/due diligence negotiations and consultation with employees:

- (i) Melton delegate their ICT function under section 101 of the Local Government Act 1972 to Hinckley & Bosworth Borough Council, acting as lead Council for the ICT shared service;
- (ii) once delegated to Hinckley & Bosworth, Melton ICT service be provided by Steria Limited;
- (iii) the Chief Executive and Deputy Chief Executive (Corporate Direction) of Hinckley and Bosworth Borough Council; the Chief Executive of Oadby and Wigston Borough Council, the Chief Executive and Corporate Transformation Manager of Blaby District Council, and the Chief Executive and Head of Central Services from Melton Borough Council will form Officer Board for management of the shared ICT service; and
- (iv) authority is delegated to the Chief Executive and Deputy Chief Executive (Corporate Direction) for agreement and implementation of the Shared Service Arrangement.

(The Meeting closed at 5.01 pm)

CHAIRMAN

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EXECUTIVE 9 JANUARY 2013

REPORT TITLE: THE CHARTER FOR CHILDREN'S PLAY
REPORT OF: DEPUTY CHIEF EXEC (COMMUNITY DIRECTION)

WARDS AFFECTED: ALL WARDS



Hinckley & Bosworth
Borough Council

A Borough to be proud of

1. **PURPOSE OF REPORT**

To inform officers, members and partners of the importance of play and to seek approval from Executive to formally adopt 'The Charter for Children's Play'.

2. **RECOMMENDATION**

2.1 That, Executive approves the adoption of 'The Charter for Children's Play'

2.2 That, Executive acknowledges the value of Play and supports the local delivery initiatives as detailed in section 3 and 4 of this report.

3. **BACKGROUND TO THE REPORT**

3.1 The Charter for Children's Play sets out a vision for play, outlining the basic principles of what play means for children and what we should all do to promote their right to enjoy it.

It is underpinned by article 31 of the UN Convention on the rights of the child.

3.2 The charter outlines eight statements or principles that describe a vision of play:

1. Children have the right to play.
2. Every child needs time and space to play.
3. Adults should let children play.
4. Children should be able to play freely in their local areas.
5. Children value and benefit from staffed play provision.
6. Children's play is enriched by skilled play workers.
7. Children at school need time and space to play.
8. Children sometimes need extra support to enjoy their right to play.

Please refer to Appendix A for details.

3.3 The full charter outlines why play is so important in childhood, lists a number of other key documents and outlines supporting evidence:

- Play is the fundamental way that children enjoy their childhood. It is essential to their quality of life as children.
- Playing is fun: it is how children enjoy themselves.
- Play promotes children's development, learning, imagination, creativity and independence.
- Play can help to keep children healthy and active.
- Play allows children to experience and encounter boundaries, learning to assess and manage risk in their lives; both physical and social.
- Play helps children to understand the people and places in their lives, learn about their environment and develop their sense of community.
- Play allows children to find out about themselves, their abilities, their interests and the contribution they can make.

- 3.4 The charter has been adopted by the National Play England Council and therefore will become the underpinning document for Play England's work. Play England are encouraging many organisation's to adopt the charter.

HBBC would be the first Authority in Leicestershire to adopt this Charter, leading by example.

4. EMBEDDING THE CHARTER LOCALLY

- 4.1 This is a document that has underpinning values and principles that should be central to all the work we do as an authority with children, young people in relation to play and recreation, their development, enjoyment and self esteem.
- 4.2 The Locality Partnership Group for children and young people have endorsed this approach and fully support the proposed adoption of this Charter.
- 4.3 Children's play and the importance of play in their development and happiness is a cross cutting theme that is embedded within a number of local, regional and national strategies. As such there are a number of actions that will be undertaken to ensure that this is further embedded across the Council – as set out in detail in Appendix B
- 4.4 A selection of some of the key actions include:
- Further support and development of play in schools – for example calling break time Play time and developing training for lunch time supervisors
 - Investigate funding opportunities for small targeted projects
 - Link the value of Play to the Community Safety agenda and active lifestyles especially focusing on ASB
 - Investigate the opportunity for Hinckley to host a regional play conference.
 - Explore the opportunity to appoint a number of Play Rangers to work across the Borough
- 4.5 Once adopted as an authority this charter will be promoted as good practice and other organisations such as Parish Council's , voluntary sector and schools, will be encouraged to sign up and promote it's importance.

5. FINANCIAL IMPLICATIONS [PE]

Financial implications of adopting the Play Charter are minimal with the actions being delivered via existing budgets within the Children and Young People's Strategic Co-ordinators remit. External funding will be sought to compliment any new delivery.

6. LEGAL IMPLICATIONS [AB]

Adopting the Play Charter will not directly raise any legal implications, however there will be an presumption that the policy will be followed in Council activities.

7. CORPORATE PLAN IMPLICATIONS

This Charter for Children's Play links directly to and complements the Borough Council's Corporate Plan. Particularly, "Strong and distinctive communities".

8. CONSULTATION

Consultation has taken place via the Hinckley and Bosworth Play Partnership, the Locality Partnership and most importantly the young people of the new voice model for Hinckley and Bosworth 'Youth For You' who are all very supportive.

9. RISK IMPLICATIONS

None

10. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

The Play Charter is a number of overarching key principles that are cross cutting in many strategic documents. The initial requirement is that the Hinckley and Bosworth Borough Council adopt these principles laid out within the charter, however it will be something that is encouraged and promoted throughout the locality with all work that focuses on children, young people and their families.

The principles have equality and access at their heart and are positive in supporting children's play and will help to provide equitable delivery across the Borough, including the rural areas, targeted delivery to priority communities and social groups.

11. CORPORATE IMPLICATIONS

There are a number of strategies, local, county and nationally that reference play and its importance.

This will be encompassed where appropriate within officer work priorities.

Background Papers: Appendix A copy of the Charter, Appendix B current and potential work streams

Contact Officer: Rebecca Ball, Children and Young People's Strategic Co-ordinator ext 5937

Portfolio Holder: Cllr. David Cope

Member Champion: Cllr Mathew Hulbert

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Charter for Children's Play

'We play boulders – that's where you sit on the swing and someone shouts "boulders", they jump on that person then everyone jumps on top until the last one falls off, unless it hurts, then we stop!'

Introduction

The *Charter for Children's Play* sets out a vision for play and aims to be a catalyst for individuals and organisations to examine, review and improve their provision for children and young people's play and informal recreation.

The charter may also serve as a guide and framework to all those involved in developing, revising and implementing play strategies, community plans and children and young people's plans.

Organisations whose services impact on children's play, such as local authorities, voluntary organisations, and health, education and social service providers, can formally adopt the charter in order to raise awareness of the importance of play. The charter underpins all Play England's work and its adoption is a requirement for membership.

The value of play

Playing is integral to children's enjoyment of their lives, their health and their development. Children and young people – disabled and non-disabled – whatever their age, culture, ethnicity or social and economic background, need and want to play, indoors and out, in whatever way they can. Through playing, children are creating their own culture, developing their abilities, exploring their creativity and learning about themselves, other people and the world around them.

Children need and want to stretch and challenge themselves when they play. Play provision and play space that is stimulating and exciting allows children to encounter and learn about risk. This helps them to build confidence, learn skills and develop resilience at their own pace.

Play is the fundamental way that children enjoy their childhood. It is essential to their quality of life as children.

- Playing is fun: it is how children enjoy themselves.
- Play promotes children's development, learning, imagination, creativity and independence.
- Play can help to keep children healthy and active.
- Play allows children to experience and encounter boundaries, learning to assess and manage risk in their lives; both physical and social.
- Play helps children to understand the people and places in their lives, learn about their environment and develop their sense of community.
- Play allows children to find out about themselves, their abilities, their interests and the contribution they can make.
- Play can be therapeutic. It helps children to deal with difficult or painful circumstances such as emotional stress or medical treatment.
- Play can be a way of building and maintaining important relationships with friends, carers and family members.



Children's right to play

The right to play and informal recreation, for all children and young people up to 18 years of age, is contained in Article 31 of the UN Convention on the Rights of the Child, ratified by the UK government in 1991. The government has a duty under this convention to protect and promote play opportunities for all children and young people.

UN Convention on the Rights of the Child: Article 31

1. States Parties recognise the right of the child to rest and leisure, to engage in play and recreational activities appropriate to the age of the child and to participate freely in cultural life and the arts.
2. States Parties shall respect and promote the right of the child to participate fully in cultural and artistic life and shall encourage the provision of appropriate and equal opportunities for cultural, artistic, recreational and leisure activity.

What we mean by 'play'

'Play is what children and young people do when they follow their own ideas and interests, in their own way and for their own reasons.'
(DCMS, 2004)

Play is a generic term applied to a wide range of activities and behaviours that are satisfying to the child, creative for the child and freely chosen by the child. It has frequently been described as 'what children and young people do when not being told what to do by adults.'

As children grow they are more likely to describe these informal recreational activities in ways other than 'playing'. Under the UN Convention, older children's right to their own recreational and cultural lives is as important as younger children's right to play. This charter applies equally to all ages of children.

In the charter, children are defined as anyone under the age of 18 years. This definition draws on that used in the United Nations Convention on the Rights of the Child and ratified by the United Kingdom in 1991.

The essence of play is that it arises from children's innate need to express themselves, to explore, learn about and make sense of their world. Its benefits for children derive

from them making their own choices, following their own instincts. At play, children have a certain freedom and autonomy from adult direction. This freedom – to choose, to explore, to associate, to create, to move around, to challenge themselves and others – is an important part of their lives now; and vital to their development.

The charter, therefore, is underpinned by some key understandings:

- Play is an essential part of every child's life – vital to his or her development. It is the way that children explore for themselves the world around them; the way that they naturally develop understanding and practise skills.
- Play is essential for healthy physical and emotional growth, for intellectual and educational development, and for acquiring social and behavioural skills.
- Play may or may not involve equipment or have an end product. Children play on their own and with others. Their play may be boisterous and energetic or quiet and contemplative, light-hearted or very serious.
- Children's own culture is created and lived through their play.

Implementing the charter

Making it Happen, a detailed guide to implementing the *Charter for Children's Play* is available from Play England. This guide offers action points to children and young people, parents and carers, play providers, policy makers and planners on different ways to promote the charter and work towards better provision for play and informal recreation for all children and young people. Page 12



Charter for Children's Play

Children have the right to play

All children and young people have the right to play and need to play: free to choose what they do – lively or relaxed, noisy or quiet – with the chance to stretch and challenge themselves, take risks and enjoy freedom. The right to play is enshrined in Article 31 of the UN Convention on the Rights of the Child.

Every child needs time and space to play

All children and young people – disabled and non-disabled – whatever their age, culture, ethnicity or social and economic background, need time and space to play freely and confidently with their peers, free of charge, indoors and outdoors, somewhere they feel safe. Play provision should actively include the widest range of children and seek to engage with those from minority groups.

Adults should let children play

Parents, carers and other adults can support children and young people's play by respecting the value and importance of all types of play, playing with their children and by creating opportunities and allowing time for children to play independently with their friends, inside and outside the home.

Children should be able to play freely in their local areas

Children have the same right to use and enjoy public space as others. Local streets, estates, green spaces, parks and town centres should be accessible for children and young people to move around in safety and offer places where they can play freely, experience nature, explore their environment and be with their friends.

Children value and benefit from staffed play provision

Children should have access to a choice of staffed facilities where children's play rights and needs are the first priority, such as adventure playgrounds, play centres, holiday play schemes, after-school play clubs, breakfast play clubs, toy libraries, play buses and play ranger services.

Children's play is enriched by skilled playworkers

Qualified, skilled playworkers are trained to put children's play needs at the centre of their work in a variety of settings, enhancing the range and quality of play experiences for all children. They are the best people to run staffed play provision for school-aged children. The role of the playworker is as important as that of any skilled professional working with children and should be respected and rewarded accordingly.

Children need time and space to play at school

The school day should allow time for children to relax and play freely with their friends. Young children learn best through play and, as they get older, play supports and enriches their learning. Children learn best if teaching is creative and enjoyable. In school, time and space for play and outdoor learning is as important as formal teaching. School grounds should be good places to play.

Children sometimes need extra support to enjoy their right to play

Children and young people living away from home or visiting unfamiliar or controlled environments such as hospital, prison, immigration centres, and residential homes and schools, sometimes experience fear, anxiety and discomfort. For these children it is especially important to ensure they have good play opportunities facilitated by trained staff and volunteers.

Supporting documents

The *Charter for Children's Play* should be used alongside other key play sector documents.

Best Play

Best Play – what play provision should do for children (NPFA, 2000), a fundamental document for the play sector, describes how children benefit from a variety of play opportunities and how play services and spaces can provide these benefits. The seven objectives described in *Best Play* apply to all play provision. The objectives are broad statements, intended to set out how play values and principles can be put into practice.

The seven play objectives

1. The provision extends the choice and control that children have over their play, the freedom they enjoy and the satisfaction they gain from it.
2. The provision recognises the child's need to test boundaries and responds positively to that need.
3. The provision manages the balance between the need to offer risk and the need to keep children safe from harm.
4. The provision maximises the range of play opportunities.
5. The provision fosters independence and self-esteem.
6. The provision fosters children's respect for others and offers opportunities for social interaction.
7. The provision fosters the child's well-being, healthy growth and development, knowledge and understanding, creativity and capacity to learn.

Playwork Principles

Playwork Principles (Playwork Principles Scrutiny Group, 2004), establish the professional and ethical framework for playwork. They describe what is unique about play and playwork, and provide the playwork perspective for working with children and young people. They are based on the recognition that children and young people's capacity for positive development will be enhanced if given access to the broadest range of environments and play opportunities. SkillsActive, the Sector Skills Council for playwork, endorses *Playwork Principles*.

KIDS Inclusion Framework

'Inclusive provision is open and accessible to all, and takes positive action in removing disabling barriers so that disabled and non-disabled children can participate' (KIDS, 2005). In the charter, inclusive provision refers to play provision that removes barriers to children often excluded from local mainstream provision because of disability, ethnicity, social or economic background, or any other reason.

Managing Risk in Play Provision

Managing Risk in Play Provision: Implementation guide (Ball and others, 2008) shows how play providers can replace current risk assessment practice with an approach to risk management that takes into account the benefits to children and young people of challenging play experiences, as well as the risks. The guide is based on the Play Safety Forum's position statement *Managing risk in play provision*, first published in 2002. The guide is endorsed by the Health and Safety Executive and RoSPA.

Managing risk in play provision: Summary statement

'Children need and want to take risks when they play. Play provision aims to respond to these needs and wishes by offering children stimulating, challenging environments for exploring and developing their abilities. In doing this, play provision aims to manage the level of risk so that children are not exposed to unacceptable risks of death or serious injury.'

Planning for Play

Planning for Play (CPC, 2006), is the guide to developing and implementing local play strategies; produced to support the Big Lottery Fund's Children's Play programme. It sets out recommended principles and processes for a cross-cutting approach to planning for children's play provision and to consider children's need to play throughout the public realm. *Planning for Play* is consistent with the *Charter for Children's Play*.

Guidance, entitled *Embedding the Play Strategy*, was published in autumn 2009 by Play England to support the delivery of the government's Play Strategy. This guide updates *Planning for Play*.

References

- DCMS (2004) *Getting Serious About Play – A review of children's play*. London: Department for Culture, Media and Sport.
- NPFA, CPC and PLAYLINK (2000) *Best Play – What play provision can do for children*. London: National Playing Fields Association.
- CPC (2006) *Planning for Play*. London: Children's Play Council. www.playengland.org.uk.
- Playwork Principles Scrutiny Group (2004) *Playwork Principles*. Cardiff: Play Wales. www.playwales.org.uk.
- KIDS (2005) *KIDS Inclusion Framework for Local Authorities*. London: KIDS. www.kids-online.org.uk.
- Ball D, Gill T and Spiegel B (2008) *Managing Risk in Play Provision: Implementation guide*. London: Play England, Department for Children, Schools and Families; and Department for Culture, Media and Sport.



Play England promotes excellent free play opportunities for all children and young people.

Play England provides advice and support to promote good practice, and works to ensure that the importance of play is recognised by policy makers, planners and the public.

Play England is part of NCB and is supported by the Big Lottery Fund.

First published for Play England by NCB, 2007, updated November 2009.

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The Charter for Children's Play – Current and potential work streams. Appendix B

	Principle	Current work	Potential/ planned work
1	Children have the right to play All children and young have the right to play and need to play, free from adult direction or expectation. The right to play is enshrined in Article 31 of the UN Convention on the Rights of the Child.	<ul style="list-style-type: none"> Better education and understanding opportunities delivered to influential officers and members. Adoption and endorsement of the Charter as a council to keep play at the heart of children's services Map links to strategies that involve play Senior officer and member buy in. More effective use of member champion 	<ul style="list-style-type: none"> Better links with key officers who have involvement on strategic boards that impact on health and well being and other themes such as the anti poverty and family intervention strategies. Regional play conference hosted by Hinckley Distribution of charter linked to funding to encourage quality and understanding.
2	Every child needs time and space to play All children and young people- disabled and non disabled- whatever their age, culture, ethnicity or social and economic background, need time and space to play, free of charge, somewhere they feel safe.	<ul style="list-style-type: none"> Support the voluntary sector provision Play Day event annually 	<ul style="list-style-type: none"> Further development of play day- Children and young people's festival. More partner support. Feasibility of resource packages- linked to environment and recycling.
3	Adults should let children play Parents, carers and other adults can support children and young people's play by respecting the value and importance of all types of play, playing with their children and by creating opportunities and allowing time for children to play independently with their friends, inside and outside the home	<ul style="list-style-type: none"> Raising the profile and importance of play through: What's Going Down Other press articles Delivery of sessions on the importance of play to Home Start volunteers, who work with families in the home. Ideas and activities on HBBC website, for parents. Web pages and information relating to play. 	<ul style="list-style-type: none"> Further development and extension to current delivery. Sessions on the importance of play delivered to Parish Councils.
4	Children should be able to play freely in their local areas Children have the same right to use and enjoy public space as others. Local streets, estates, green spaces, parks and town centres should be accessible for children and young people to move around in safety and offer places where they can play	<ul style="list-style-type: none"> Links to planning Links to Green spaces 106 monies 	<ul style="list-style-type: none"> Develop more effective links with parish councils Develop links to TCP Work in partnership with other organisations

	freely, experience nature, explore their environment and be with their friends.		
5	Children value and benefit from staffed play provision Children should have access to a choice of staffed facilities where children's play rights and needs are the first priority, such as adventure playgrounds, play centres, holiday play schemes, after-school play clubs, breakfast play clubs, toy libraries, play buses and play ranger services.	<ul style="list-style-type: none"> • Various provision supported and funded through Cultural services and PAYP. • Services delivered through Community Houses. 	<ul style="list-style-type: none"> • Use the Charter as a support and catalyst for the quality of provision. • Develop more effective links with child care providers. • Investigate funding opportunities for small targeted projects. • Volunteering opportunities.
6	Children's play is enriched by skilled playworkers Qualified, skilled playworkers are trained to put children's play needs at the centre of their work in a variety of settings, enhancing the range and quality of play experiences for all children. They are the best people to run staffed play provision for school-aged children. The role of the playworker is as important as that of any skilled professional working with children and should be respected and rewarded accordingly.	<ul style="list-style-type: none"> • Take five for play qualification delivered • Development of Play training offer. 	<ul style="list-style-type: none"> • Mobile play training- model of good practise. • Further enhancement and delivery of existing packages.
	Children need time and space to play at school The school day should allow time for children to relax and play freely with their friends. Young children learn best through play and, as they get older, play supports and enriches their learning. Children learn best if teaching is creative and enjoyable. In school, time and space for play and outdoor learning is as important as formal teaching. School grounds should be good places to play.	<ul style="list-style-type: none"> • Training sessions delivered in schools to lunch time supervisors. • Support given to a number of school based play area developments. 	<ul style="list-style-type: none"> • Further support and development of play in schools • Learning through play • Forestry schools • Develop links to voice and participation work.
8	Children sometimes need extra support to enjoy their right to play Children and young people living away from home or visiting unfamiliar or controlled environments such as hospital, prison, immigration centres, and residential homes and schools, sometimes experience fear, anxiety and discomfort. For these children it is especially important to ensure they have good play opportunities facilitated by trained staff and volunteers.	<ul style="list-style-type: none"> • Play day- links to other partner projects • Home Start training – mothers with mental health issues 	<ul style="list-style-type: none"> • Develop links with partners to support play therapy and other specialised provision. • Develop links to provision and family intervention services.

EXECUTIVE 30TH JANUARY 2013

REPORT TITLE: A-BOARD ADVERTISING REPORT

REPORT OF: BILL CULLEN DEPUTY CHIEF EXECUTIVE

WARDS AFFECTED: HINCKLEY CASTLE AND DE MONTFORT



Hinckley & Bosworth
Borough Council

A Borough to be proud of

1. **PURPOSE OF REPORT**

- 1.1 To seek Executives approval to endorse the Memorandum of Understanding linked to protocols and action in respect of A-board advertising in Hinckley Town Centre.

2. **RECOMMENDATION**

- 2.1 That Executive approves the Memorandum of Understanding on A-board advertising in Hinckley Town Centre as set out in Appendix 1 of this report.

3. **BACKGROUND TO THE REPORT**

- 3.1 Recently there have been several occasions where local businesses have been erecting signs on the public highway in Hinckley town centre, outside of the regulatory boundaries, which have been creating a potential H&S concerns, nuisance to members of the public and have made the area look untidy.
- 3.2 Following consultation with key partners it was agreed to develop a simple and concise memorandum of understanding and co-operation that would address these issues.

4. **KEY PROPOSALS**

- 4.1 The memorandum of understanding (refer to Appendix 1) clearly states what is deemed to be acceptable i.e. complies with existing statutory regulations and what is unacceptable. Officers have used best practices from Nottingham City Council when developing this set of guidelines.
- 4.2 Summary of acceptable advertising:
- 1 x professionally made non illuminated A-board which shall not exceed 500mm width and 1000mm in height
 - No character or symbol on the advertisement may be more than 0.75metres in height
 - To be displayed on the forecourt of a business premise
 - Must be compliant with Health and Safety regulations
 - Must leave a gap of 1.2m wide on the pavement for DDA access
- 4.3 Unacceptable advertising:
- Untidy, unprofessional looking A boards or equivalent
 - More than one A-board
 - A board placed not in the immediate vicinity of the property
 - Cannot be attached to any HBBC/LCC street furniture
 - Not to impede highway access i.e. for pedestrian or vehicles
- 4.4 Anticipated outcomes include an enhanced visually acceptable street scene, a set of guidelines which can be enforced by all partners and clarity to all local Town Centre businesses.

4.5 Subject to approval implementation will commence in March 2013.

5. FINANCIAL IMPLICATIONS (PE)

While there are no explicit financial implications contained within the report, it must be noted that enforcement of the memorandum could impact upon our resources.

6. LEGAL IMPLICATIONS (AB)

The memorandum of understanding itself will not be legally enforceable and the legal enforcement of advertising will remain within the remit of the County Council under the legislation referred to in the Memorandum of Understanding.

7. CORPORATE PLAN IMPLICATIONS

The memorandum of understanding links directly to the Borough Council's Corporate Plan, in particular:

- Safer & Healthier Borough
- Thriving economy

8. CONSULTATION

The memorandum of understanding has been consulted with the following organisations, Leicestershire County Council, Leicestershire Police, Hinckley BID, Hinckley Town Centre Partnership, HBBC – Neighbourhood Wardens and Planning. All had input on the final memorandum and agreed to the proposed way forward.

9. RISK IMPLICATIONS

There are no significant risks to the authority by implementing the memorandum, but there is a risk to public safety if the memorandum isn't approved.

10. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

10.1 This memorandum of understanding should have a positive impact on the elderly and disabled, as there will be less clutter within the streets and therefore Hinckley will be a safer place.

10.2 It will also ensure the town centre is a more attractive place to visit.

11. CORPORATE IMPLICATIONS

When developing this memorandum Officers have received advice and support from various internal Teams.

Background papers: COB report 10th December 2012

Contact Officer: Mark Hryniw, Town Centre Manager, Ext. 5755

Executive Member: Councillor Stuart Bray, Leader

Appendix 1

Memorandum of Understanding

Hinckley Town Centre – Business A-board advertising

January 2013

Introduction

Over the last few months there have been several occasions where businesses have been erecting signs on the highway in Hinckley town centre, outside of the regulatory boundaries, which have been creating a potential H&S concerns, nuisance to members of the public and have made the area look untidy.

Purpose of Memorandum

The purpose of the memorandum is to secure collective clarity and agreement between partners and businesses on what is acceptable in terms of business advertising within Hinckley. This will then be adhered to voluntarily by the businesses, to ensure safe and consistent practices and ensuring Hinckley is an attractive place to visit.

Legal position

Advertising in town centres comes under the following regulations:

The display of an advertisement is controlled under The Town and Country Planning (Control of Advertisement) (England) Regulations 2007 (as amended). The display of an advertisement in contravention of these Regulations is a criminal offence.

The first standard condition set out in Schedule 2 of The Town and Country Planning (Control of Advertisement)(England) Regulations 2007 (as amended), states no advertisement is to be displayed without the permission of the owner of the site or any other person with an interest in the site.

This means that any business advertisement displayed on the public highway needs the permission of Leicestershire County Council (LCC), who are the highways authority for Hinckley. They have control over the roads and pavements throughout the town centre.

At the moment LCC does not 'police' the placement of advertising boards in the town centre. They have stated that they will bring in a licensing system, if the local authority requires it. This would mean that anyone who places an A-board on the street would need to apply and pay for a license to place an A-board on the street. They would also have to adhere to a strict set of rules on placement of advertisements.

In addition to the above, for an advertisement to benefit from Deemed Consent under the above Regulations (i.e. not requiring prior Express Consent from the Local Planning Authority), the advert must comply with the requirements set out in one of the Deemed Consent Class specified in Schedule 3 of the Regulations.

The Government has published a guidance booklet called "*Outdoor advertisements and signs: a guide for advertisers*", which is available to download here:
<http://www.communities.gov.uk/publications/planningandbuilding/outdooradvertisements>

Proposed way forward

To ensure that a license system isn't put into place, it is proposed that businesses voluntarily adhere to this memorandum of understanding.

Acceptable advertising:

- 1 x professionally made non illuminated A Board which shall not exceed 500mm width and 1000mm in height
- No character or symbol on the advertisement may be more than 0.75metres in height
- To be displayed on the forecourt of a business premise
- Must be compliant with Health and Safety regulations
- Must leave a gap of 1.2m wide on the pavement for DDA access

Unacceptable advertising:

- Untidy, unprofessional looking A boards or equivalent
- More than one A board
- A board placed not in the immediate vicinity of the property
- Cannot be attached to any HBBC/LCC street furniture
- Not to impede highway access i.e. for pedestrian or vehicles

With these easy to follow rules, there will be clarity for businesses in what they can have to advertise their business.

Enforcement

Enforcement powers currently are the responsibility of Leicestershire County Council as the advertising is taking place on the highway. This memorandum supports that these enforcement powers are shared and delegated to all associated partners including HBBC officers, BID representatives and Leicestershire Police.

The powers delegated will be as follows:

- Inform business to relocate or remove
- Right to remove signs

Once the memorandum is approved, any officer from the partner organisations can use the powers listed above. This will significantly improve and clarify who and how partners 'police' the memorandum, therefore, increasing its effectiveness.

Communication and Implementation

The memorandum has been jointly developed by partners, including the TCP, BID, LCC, Police and HBBC.

Businesses will be informed of the new memorandum by letter, showing the reasoning behind the new memorandum and the ramifications if this memorandum is not adhered to.

A simple to understand leaflet has been produced which clearly sets out what is acceptable.

Letters which will include a copy of the leaflet will be issued to all relevant town centre businesses in March 2013.

To ensure an equitable approach is adopted all business will be required to voluntarily comply. Should any business have an issue with this memorandum then partners will be consulted and a solution, within the guidelines, will be sought.

Legal position

Advertising in town centres comes under the following regulations:

The display of an advertisement is controlled under The Town and Country Planning (Control or Advertisement) (England) Regulations 2007 (as amended). The display of an advertisement in contravention of these Regulations is a criminal offence.

The first standard condition set out in Schedule 2 of The Town and Country Planning (Control or Advertisement)(England) Regulations 2007 (as amended), states no advertisement is to be displayed without the permission of the owner of the site or any other person with an interest in the site.

This means that any business advertisement displayed on the public highway needs the permission of Leicestershire County Council (LCC), who are the highways authority for Hinckley. They have control over the roads and pavements throughout the town centre.

Page 11

At the moment LCC does not 'police' the placement of advertising boards in the town centre. They have stated that they will bring in a licensing system, if the local authority requires it. This would mean that anyone who places an 'A' board on the street would need to apply and pay for a licence to place an 'A' board on the street. They would also have to adhere to a strict set of rules on placement of advertisements.

In addition to the above, for an advertisement to benefit from Deemed Consent under the above Regulations (ie: not requiring prior Express Consent from the Local Planning Authority), the advert must comply with the requirements set out in one of the Deemed Consent Class specified in Schedule 3 of the Regulations.

The Government has published a guidance booklet called "Outdoor advertisements and signs: a guide for advertisers", which is available to download here:

www.gov.uk/government/publications/outdoor-advertisements-and-signs-a-guide-for-advertisers



Hinckley & Bosworth
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New guidelines on A-Boards



What this will mean for your business

March 2013

Why have these changes been introduced?

Over the last few months there have been several occasions where businesses have been erecting signs on the highway in Hinckley town centre, outside of the regulatory boundaries, which have been creating a potential H&S concerns, nuisance to members of the public and have made the area look untidy.

Proposed way forward

To ensure that a licence system isn't put into place, it is proposed that businesses voluntarily adhere to these guidelines.

Enforcement

Enforcement powers currently are the responsibility of Leicestershire County Council as the advertising is taking place on the highway. This memorandum supports that these enforcement powers are shared and delegated to all associated partners including HBBC officers, BID representatives and Leicestershire Police.

The powers delegated will be as follows:

- Inform business to relocate or remove
- Right to remove signs

Any officer from the partner organisations can use the powers listed above.



On a pedestrianised street, A-boards should be placed against the buildings, leaving pedestrians free to walk freely down the middle, e.g. Castle Street.

On a traditional road and pavement, A-boards should be placed against the building, e.g. Station Road.

Just follow these simple rules to advertise your business.

Acceptable advertising:

- ☒ A single professionally made non illuminated A-Board, not exceeding 500mm width and 1000mm in height
- ☒ No character or symbol on the advertisement may be more than 0.75 metres in height
- ☒ To be displayed on the forecourt of a business premise
- ☒ Must be compliant with Health and Safety regulations
- ☒ Must leave a gap of 1.2m wide on the pavement for DDA access



Unacceptable advertising:

- ☒ Untidy, unprofessional looking A-boards or equivalent
- ☒ More than one A-board
- ☒ A board placed away from the immediate vicinity of the property
- ☒ An A-board attached to any council street furniture
- ☒ A board that impedes highway access i.e. for pedestrian or vehicles



EXECUTIVE – 9 JANUARY 2013

REPORT OF DEPUTY CHIEF EXECUTIVE (CORPORATE DIRECTION)

RE: ATKINS BUILDING – PERFORMANCE AND BUDGET UPDATE



Hinckley & Bosworth
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1. **PURPOSE OF REPORT**

To provide an update on performance of the Atkins Building and request £6,000 to be set off against additional income generated of £23,500.

2. **RECOMMENDATION**

Members agree to increase the income budget for the Atkins building by £23,500 and the expenditure budget by £6,000.

3. **BACKGROUND TO THE REPORT**

The Atkins Building is forecasted to generate revenue of £273,100 against the budgeted return of £249,600 in 2012/13.

Costs for 2012/13 (including salaries and utilities) are forecast at £206,300, giving a projected surplus of £66,800.

An additional expenditure budget is also required due to additional works carried out which have generated this income. Some of this expenditure has been funded from existing budgets for the Centre but a further sum of £6,000 is required.

4. **FINANCIAL IMPLICATIONS (IB)**

The current budgeted expenditure is £206,300 and budgeted income is £249,600 giving a net surplus of £43,300. After allowing for the additional estimated income of £23,500 the revised surplus will be £66,800.

Members are requested to approve the additional income budget of £23,500 and the expenditure budget of £6,000. This will result in an additional estimated £17,500 to be transferred to General Fund Balances.

Budgets for the next financial year will be updated accordingly as part of the budget setting process

5. **LEGAL IMPLICATIONS (AB)**

None raised directly by this report

6. **CORPORATE PLAN IMPLICATIONS**

Nothing arising directly from this report.

7. **CONSULTATION**

No groups have been consulted in formulating 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 Risks		
Risk Description	Mitigating actions	Owner
The proposed income doesn't come into the Atkins Building	With 7 months of the year already passed, the Building is already ahead of target with all serviced offices let (with a large waiting list backing this up) and anchor tenants secured through Revenues and Benefits Partnership, Leicestershire County Council, 2OC and Hinckley Times meaning that meeting this target should not represent a problem.	SC

9. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

Ensuring services are accessible to all

The Councils commercial property is available throughout the Borough and is marketed by various mediums (from To Let boards through to web based materials) allowing access to the groups that require them.

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

Contact Officer: Shaun Curtis Ext 5742
Executive Member: Cllr Keith Lynch

EXECUTIVE – 30 JANUARY 2013

THE COMMUNITY, CULTURAL AND TOURISM FACILITIES REVIEW
REPORT OF DEPUTY CHIEF EXECUTIVE (COMMUNITY
DIRECTION)



Hinckley & Bosworth
Borough Council

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WARDS AFFECTED: ALL WARDS

1. **PURPOSE OF REPORT**

- 1.1 To seek approval of the Community, Cultural and Tourism Facilities Review which will be used to inform the Site Allocations and Development Management Policies DPD and the Earl Shilton and Barwell Area Action Plan (AAP).
- 1.2 Hard copies of the Community, Cultural and Tourism Review are available from the Planning Policy Team upon request.

2. **RECOMMENDATION**

- 2.1 Executive approve the review so that it can be utilised as an evidence base when preparing the Site Allocations and Development Management Policies DPD and the Earl Shilton and Barwell Area Action Plan.

3. **BACKGROUND TO THE REPORT**

- 3.1 The aim of the review is to provide an up-to-date and relevant evidence base about the community, cultural and tourism provision within the urban and rural area. This evidence base reflects the priorities of the adopted Core Strategy and supports the allocation of community, cultural and tourism facilities across the borough and the formulation of development management policies in the emerging Site Allocations and Development Management Policies Development Plan Document (DPD) and the Earl Shilton and Barwell Area Action Plan.

The Policy Context

- 3.2 The Review has examined the existing and up-to-date policy context on which these designations will be based and also reflects existing and emerging plans and strategies which relate to community, cultural and tourism facilities. These include:
- The National Planning Policy Framework
 - The Hinckley & Bosworth Community Plan (April 2007- March 2012)
 - The format Adopted Local Plan (2001)
 - The Hinckley & Bosworth Adopted Local Plan (2009)
 - The Rural Services Review Survey (2007/08)
 - The Hinckley & Bosworth Borough Council Cultural Strategy (2012- 2017)
 - The Hinckley & Bosworth Borough Council: Cultural Facilities Action Plan (2008-2013)
 - The Tourism Strategy (2012- 2017), and
 - Earl Shilton and Barwell Community Buildings Development Potential (2012)

4. **Defining Community, Cultural and Tourism Facilities**

Community Facilities

- 4.1 Community services and facilities are identified as providing essential support for the borough's residents and help create viable, healthy and sustainable communities.

- 4.2 The following use types have been identified as community facilities in relation to a planning, land-use designation for the Site Allocations DPD and the Barwell and Earl Shilton AAP:
- Community, Village, Parish Halls, and Church Halls (where applicable)
 - Places of worship (in the rural area only)
 - Educational Facilities (inc. ancillary areas but exc. Playing fields) which includes;
 - Primary Schools
 - Secondary Schools
 - Grammar Schools
 - Fee Paying Schools
 - Healthcare Facilities which includes;
 - Health/Medical Centres/Doctors Surgeries
 - Hospitals
 - Libraries
 - Public Houses (in the rural area only)
- 4.3 It is also noted that six of the sixteen facilities identified in the Earl Shilton and Barwell Community Buildings Audit are included within the review. Ten have been excluded due to closure, existing open space designations, business uses and incompatibility with the methodology of this review.
- 4.4 Markfield Community and Sports Centre has not been included as this site already benefits from an open space designation and this facility would be protected by the Open Space, Sports and Recreational Facilities Policy.
- 4.5 Additional detail on the identification of Community facilities is available in appendix A of this report.

Cultural and Tourism Facilities

- 4.6 Cultural facilities are often considered the focal point of communities to come together to enjoy new experiences and express diverse views in a safe environment and should be available to all parts of the community. Tourism facilities are considered to provide jobs, be a catalyst for growth, diversify local economies and support communities.
- 4.7 Due to low number of these types of facilities in the borough, cultural and tourism facilities have been grouped together as one potential designation.
- 4.8 The following use types have been identified as cultural and tourism facilities in relation to a planning, land-use designation for the Site Allocations DPD and the Barwell and Earl Shilton AAP:
- Museums & Theatres
 - Strategic Hotel sites
 - Visitor attractions, inc;
 - Zoos
 - Historic Attractions
 - Racing Circuits
 - Boating Areas
- 4.9 Additional detail on the identification of Cultural and Tourism facilities is available in appendix A of this report.

Methodology

- 4.10 Each settlement in the borough has been reviewed through a desktop study and site visits to ascertain the number of community, cultural and tourism facilities and the number of activities held at those facilities.
- 4.11 The methodology determines the boundaries of identified facilities, provides illustrative catchment areas and information on accessibility. Further information on these elements is available in appendix B of this report.

5. KEY FINDINGS

Urban Area

- 5.1 Hinckley being the largest urban settlement in the Borough has a large range of community facilities (35 identified) and a number of key cultural and tourism facilities, including Hinckley & District Museum; Concordia Theatre; The Atkins and Trinity Marina. There are 14 community facilities in Burbage and two key tourism facilities including Sketchley Hotel and Spa and Hinckley Island Hotel.
- 5.2 There are 10 community facilities in Barwell and 12 in Earl Shilton but no cultural or tourism facilities.

Key Rural Centres

- 5.3 A range of facilities are identified including Desford (7), Groby (10), Ratby (8) and Markfield (8). Only Desford has been identified as having a tourism facility – The Tropical Bird Land.

Key Rural Centres with National Forest

- 5.4 Bagworth has the lowest number of community facilities of all Key Rural Centres. Thornton Reservoir is a key visitor attraction with a small visitor centre and this is identified as a cultural and tourism facility.

Key Rural Centres Stand Alone

- 5.5 There are a range of community facilities including Barlestone (7), Newbold Verdon (7), Market Bosworth (9) and Stoke Golding (8). Market Bosworth and Stoke Golding both have cultural and tourism facilities.

Rural Villages

- 5.6 Rural villages have a more limited number of community facilities than the urban area or Key Rural Centres, with most containing a primary school, public house, place of worship and a village hall. The exception is Congerstone with no village hall.

6. NEXT STAGE

- 6.1 Upon agreement of the findings of this Review the identified community, cultural and tourism facilities will be replicated on the proposals and settlement maps within the Submission Version of the Site Allocations DPD and the Earl Shilton and Barwell AAP. These facilities will be designated as either community facilities or cultural and tourism facilities and will be supported by a protective development management policy.
- 6.2 The draft development management policy for community facilities can be found in appendix E. This policy is still in development but the central provision of the policy, to maintain and prevent the loss of community facilities, will be replicated in any revisions of the policy.

6.3 The draft development management policy for Cultural and Tourism facilities can be found in appendix F. This policy is still in development but the central provision of the policy, to maintain and prevent the loss of Cultural and Tourism facilities, will be replicated in any revisions of the policy.

6.4 Both policies will be subject to review through the submission version of the Site Allocations and Development Management Policies DPD.

7. **FINANCIAL IMPLICATIONS {PE}**

7.1 There are no financial implications arising directly from this report.

8. **LEGAL IMPLICATIONS {AB}**

8.1 S70 of the National Planning Policy Framework requires that a Local Planning Authority's policies guard against the unnecessary loss of valued community facilities. The review provides the supporting evidence for the required policies to be put in place.

9. **CORPORATE PLAN IMPLICATIONS**

- Thriving Economy
- Safer & Healthier Borough
- Strong & Distinctive communities

10. **CONSULTATION**

10.1 The Borough Council conducted a Call for Sites consultation for the submission of community facility suggestions across the borough between October 2011 and February 2012. This consultation went out to all borough councillors and parish councils.

10.2 The consultation generated responses from 11 parishes with a total of 38 facilities put forward as potential community designations. Not all suggested facilities have been incorporated into the review as they relate to open space, sports and recreational provision, retirement homes or places of worship in the urban area which do not conform to the methodology established through this review.

10.3 Further consultation has taken place with the Hinckley & Bosworth Tourism Partnership to provide a tourism industry perspective and up-to-date information on the tourism facilities in the borough.

10.4 In addition, all community cultural and tourism facility designations will be subject to a statutory consultation through the submission versions of both the Site Allocations and Development Management DPD and the Earl Shilton and Barwell AAP.

11. **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
Failure to publish the Report would result in the Borough Council having no evidence to support the Community, Cultural and Tourism facility designation. Without an up-to-date evidence base the Site Allocations and Development Management Policies Development Plan Document would be found unsound at examination in public.	Publication of the report	David Kiernan

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

12. **CORPORATE IMPLICATIONS**

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

- Planning Implications

Background papers: Appendix A, B, C, D, E and F attached to this report.

Contact Officer: David Kiernan, ext: 5898

Executive Member: Cllr SL Bray

Appendix A- Defining Community, Cultural and Tourism Facilities and Review Methodology

Defining Community Facilities

A total of 212 community facilities have been identified for potential designation within the Site Allocations DPD and the Barwell and Earl Shilton AAP. This is a significant increase upon the 43 allocated community facilities in the adopted Local Plan which is considered to reflect the spatial vision of the Core Strategy to maintain services and facilities in the rural area in particular.

Areas of open space and sports and recreational provision which have been identified through the Open Space, Sports and Recreational Facilities Study (July 2011) have not been identified as community facilities within this review. These facilities have already been identified through the above study as providing a recreational and leisure resource and will be designated under their primary function of open space. One such example is Markfield Community and Sports Centre which is already identified as a open space and recreational facility. These facility types will be safeguarded under the Open Space, Sports and Recreational Facilities policy which can be found in appendix D.

In addition, retail provision has also not been identified within the community facility designation as this has already been defined through the 2008, 2010 and 2012 District, Local and Neighborhood Centre Reviews.

Defining Cultural and Tourism Facilities

A total of 20 cultural and tourism facilities have been identified for potential designation within the Site Allocations DPD and the Barwell and Earl Shilton AAP. This is an increase upon the allocated cultural and tourism facilities in the adopted Local Plan which is considered to reflect Spatial Objective 1: Strong and Diverse Economy in the Core Strategy.

Holiday accommodation has not been identified as a potential cultural and tourism designation because the Core Strategy does not identify them on the strategic Core Strategy map and already references them in Core Strategy Policy 23: Tourism Development. The review has therefore maintained the approach of the Core Strategy. In addition, it is considered existing Policy 23 supports the provision of these facility types without being unduly restrictive on existing operators and occupiers of such facilities.

It is recognised however that there are large strategic hotels, defined as those with over 50 rooms, whose loss to other non-tourism uses would significantly reduce the hotel offering in the borough. A loss of such a site would be considered detrimental to the economic vitality of the borough.

As such hotels with 50 rooms or more are defined as Strategic Hotels and are included within the Cultural and Tourism Facility designation.

Methodology

Determining Boundaries

The boundaries of each facility have been reviewed to provide an up-to-date understanding of the limits of each facility, with parking provision illustrated on each map where applicable. This boundary review has been conducted through site visits, aerial photography and local authority records. To ensure consistency in the determination of boundaries and what is to be included within the facility designation the following will be adhered to;

- Playing fields have been excluded where they are identified as open space in the Open Space, Sports and Recreational Facilities Study (July 2011)

- Ancillary areas such as car parks, outbuildings and playgrounds have been included.

This exercise will enable the boundaries of each facility to be accurately reflected on the submission version of the Site Allocations DPD and the Barwell and Earl Shilton AAP.

Identifying Catchments

Identified community facilities have been prescribed a catchment area depending on their classification. This aims to provide a light-touch assessment of the distribution and accessibility of community facilities per settlement and across the borough and indicate any potential deficiencies.

In line with other evidence bases such as the District, Local and Neighborhood Centre Review, a walking framework has been developed to determine potential community facility catchment areas.

The following catchment areas have been identified for the boroughs community facilities;

800 metre catchment area

- Community, village, parish hall and church centres (where applicable)
- Places of worship
- Public Houses
- Primary schools
- Libraries

1000 metre catchment area

- Health/medical centres/Doctors Surgery

1500 metre catchment area

- Secondary Schools
- Grammar Schools
- Fee-paying schools
- Hospitals
- Training Facilities
- Colleges

Catchment areas have not been identified for cultural and tourism facilities because they are considered to pull visitors from areas further afield than the borough. Therefore a catchment area could not reasonably be established which reflects sustainable walking distances.

Accessibility

The accessibility of identified facilities has been drawn upon to provide an additional indicator of sustainability and to identify if the facility is accessible to all members of the community.

Three accessibility indicators have been identified through the desktop review and site visits;

- Available bus services
- Provision of disabled accesses
- Parking provision

Appendix B- Detailed Summary of Findings

The Urban Area

Hinckley is the largest settlement in the borough and its variety of facilities reflects this larger population. Hinckley has a total of 35 identified community facilities including the full range of facility types. These include two hospitals, six medical centres, twelve schools and one college. It is noted that church centres also play a large role in the provision of community services and activities with six such facilities identified in Hinckley.

In addition Hinckley has five identified cultural and tourism facilities;

- Hinckley & District Museum
- Concordia Theatre
- The Atkins Building
- Trinity Marina
- Premier Inn Hotel

Burbage has a total of 14 identified community facilities including four schools, three community centres and two medical centres. Millennium Hall has been identified as providing a particularly large variety of activities for the local community. Burbage does not provide educational facilities for those ages over 14 years.

In addition Burbage has two identified cultural and tourism facilities which are Sketchley Hotel and Spa and Hinckley Island Hotel.

Barwell has ten identified community facilities including three schools, a medical centre, library and three community centres and a village hall. Barwell does not provide educational facilities for those ages over 11 years. The George Ward Centre provides a dual function of library and community facility and is a relatively recent addition to Barwell.

Earl Shilton has twelve identified community facilities including five schools, a medical centre, a community centre, a village hall and library. Earl Shilton Community House in particular has been identified as providing a wide variety of activities with a total of 17 services/activities including alcohol support, a credit union, pregnancy testing and condom distribution and nursery group. Earl Shilton provides for the full range of education provision for the community.

Sustainable urban extensions (SUE) are planned for both Barwell and Earl Shilton which will include additional community facilities. The SUE is anticipated to be fully built out by 2026 and subsequent Community, Cultural and Tourism Reviews will review community facility provision through this construction phase.

Earl Shilton and Barwell have no identified cultural or tourism facilities.

Key Rural Centres relating to Leicester

Desford has seven identified community facilities, one of each facility type with the exception of a hospital or college. Desford provides educational facilities for residents up to the age of 14. Desford Village Hall provides the widest variety of activities with nine identified, including bingo, youth club, arts and crafts fair and polling station.

Desford has one identified cultural and tourism facility which is Tropical Bird Land which includes a bird aviary, tea room and ice cream parlour.

Groby has a ten identified community facilities including a village hall, community centre, three primary schools and two secondary schools. Groby provides educational facilities for the full school age range up to 18 years. Groby Village Hall provides for the widest range of

activities with 24 recorded. This facility also provides two meeting rooms, two halls and a tea and coffee bar.

Ratby has eight identified community facilities including a library, community, church and medical centre and primary school. Ratby Church Rooms provides the greatest number of community facilities in the village with a total of ten activities including beavers and scouts, slimming world, coffee mornings and a youth group. Ratby does not provide educational facilities for residents over the age of 11 years.

Markfield has eight identified community facilities including a library, medical centre, a primary and secondary school and a church centre. Markfield does not currently provide educational facilities for those over the age of 14 years. Markfield community designation also includes Markfield Conference Centre.

Groby, Ratby and Markfield have no identified cultural and tourism facilities.

Key Rural Centres within the National Forest

Bagworth has the lowest number of community facilities of all Key Rural Centres in the Borough with only two identified facilities which are the Bagworth Community and Sure Start Centre and Cross Hills Baptist Chapel. This community centre provides space for the Parish Council offices and also provides room hire. The facility hosts Zumba classes, play group and exercise classes for the over 50's.

Thornton has three identified community facilities including a primary school, place of worship and community centre. Thornton Community Centre provides the focus for community activity in the village with a range of activities including a youth club, polling station, brownies and kick boxing.

Neither settlement provides educational facilities for those aged over 11 years or a library.

Bagworth has no identified cultural and tourism facilities but Thornton Reservoir has a small visitor centre on its banks. It is recognised that Thornton Reservoir provides a recreational resource which attracts significant numbers of visitors. However the reservoir itself is a natural and semi natural open space as defined by the Open Space, Sports and Cultural Facilities Study (July 2011) and will be designated as such and protected with an open space policy. Therefore only the built facility which is the visitor centre will be designated a Cultural and Tourism Facility.

Key Rural Centres Stand Alone

Barlestone has seven identified community facilities including a primary school which has the dual function of a community centre, medical centre and three places of worship. The community centre/primary school hosts a range of activities including play group, parish council meetings, judo, rainbows and brownies and mother and baby clinic. In addition the facility has two meeting rooms for hire and a main hall with a capacity of 160. Barlestone's medical centre has restricted hours on a Friday and at weekends.

Newbold Verdon has seven identified community facilities including a library, medical centre, church centre, three places of worship and a primary school which also serves as the community centre. These facilities taken together provide a range of activities including fitness classes, play group, dog training, Rainbows/Guides and The Women's Institute.

Barlestone and Newbold Verdon have no identified cultural or tourism facilities.

Market Bosworth has nine identified community facilities including one primary school, two secondary schools, a medical centre and a parish hall. Market Bosworth is unusual in that both a grammar school and high school are situated in the village. The Market Bosworth

Parish Hall serves as the settlements community focus with a series of activities including aerobics, judo, brownies, the Women's Institute and play group. This facility has a meeting hall, stage, kitchen and toilet facilities and room hire.

Market Bosworth has three cultural and tourism facilities which are The Forge and Market Bosworth Water Trust and Bosworth Hall Hotel. In addition a new visitor centre is proposed on the Sedgemere site adjacent to the Battlefield Railway Line but this has not been included as it hasn't been constructed.

Stoke Golding has eight identified community facilities including a medical centre, primary school, secondary school, a village hall and three places of worship. Stoke Golding Village Hall is the community focus for the village with activities including dance class, parish council meetings, youth club, play group and scout group. In addition this facility provides room hire and has a stage and kitchen. Stoke Golding's secondary school only provides education up to the age of 14 years.

Stoke Golding has one identified cultural and tourism facility. This is the Ashby Canal Centre also known as Willow Park Marina. The area provides a marina, moorings, a workshop, chandlery and painting tent. The centre stands on the Ashby Canal.

Rural Villages

Rural villages have a more limited number of community facilities than the urban area or Key Rural Centre's with most containing a primary school, public house, place of worship and a village or parish hall. The number of activities available to residents from these facilities is more limited than in the Urban Area and Key Rural Centre's. Residents of these rural villages of secondary school age must travel on a daily basis to reach the required facilities.

A new community centre has recently been approved for Stanton under Bardon under reference 11/00988/OUT. This facility can not however be identified as a community facility through this review because the development has not been constructed at the time of writing this report. This development will be monitored through subsequent reviews.

No cultural or tourism facilities have been identified for Congerstone, Higham on the Hill, Sheepy Magna, Stanton under Bardon, Nailstone, Twycross or Witherley.

Rural Hamlets

The Core Strategy asserts that Rural Hamlets have limited if any services and generally rely on Key Rural Centre's and surrounding urban areas for schooling, employment and the provision of goods and services. This is largely evidenced through the community facility results for rural hamlets.

The Rural Hamlets in the borough usually provide a least one facility which is recorded as a place of worship and/or village hall and/or a public house. Dadlington, Shackerstone, Stapleton and Sutton Cheney all provide all three of these facility types. Whereas Bradgate Hill has no identified community facilities.

The Rural Hamlets do not provide for medical or educational facilities therefore travel is required for the community to meet its day to day needs.

The areas in around these Rural Hamlets include three cultural and tourism facilities:

- Mallory Park Racing Circuit in Kirkby Mallory
- The Battlefield Line Steam Railway & passenger station in Shackerstone
- The Bosworth Battlefield Centre in Sutton Cheney.

Unidentified settlements

In addition to the Rural Hamlets identified through the Core Strategy additional settlements have been examined which are considered rural settlements but do not have a settlement boundary.

Appendix C- Full List of Identified Community, Cultural and Tourism Facilities

No	Parish	Settlement	Name of Facility	Address of Facility	Facility Type
1	Bagworth	Bagworth	Bagworth Community Centre and Sure Start Centre	Station Road Bagworth Leicestershire LE67 1BJ	Community Centre
2	Bagworth	Bagworth	Cross Hills Baptist Chapel	110 Main Street Thornton Leicestershire LE67 1AG	Place of Worship
3	Bagworth	Thornton	Thornton Community Centre	175 Main Street Thornton Leicestershire LE67 1AH	Community Centre
4	Bagworth	Thornton	Thornton Primary School	Main Street Thornton Leicestershire LE67 1AH	Primary School
5	Bagworth	Thornton	St Peter's Church	Church Lane Thornton Leicestershire LE67 1AA	Place of Worship
6	Bagworth	Thornton	Thornton Visitor Centre	Reservoir Road Thornton Leicestershire LE67 1AR	Visitor Centre
7	Barlestone	Barlestone	Barlestone Church of England Primary School & Community Centre	Barton Road Barlestone Leicestershire CV13 0EP	Primary School & Community Centre
8	Barlestone	Barlestone	Barlestone Village Hall	Barton Road Barlestone Leicestershire CV13 0EP	Village Hall
9	Barlestone	Barlestone	Barlestone Old School Hall	Church Road Barlestone Leicestershire CV13 0EE	Community Hall
10	Barlestone	Barlestone	Barlestone Medical Centre	Westfields Barlestone Leicestershire CV13 0EN	Medical Centre

12	Barlestone	Barlestone	Elohim Church	Newbold Road Barlestone Leicestershire CV13 0DZ	Place of Worship
13	Barlestone	Barlestone	St Giles Church	Church Road Barlestone Leicestershire CV13 0EF	Place of Worship
14	Barlestone	Barlestone	Barlestone Baptist Church	West End Barlestone Leicestershire CV13 0ET	Place of Worship
15	Barwell	Barwell	Barwell Village Hall	88 High Street Barwell Leicestershire LE9 8DS	Village Hall
17	Barwell	Barwell	George Ward Centre inc Barwell Library	Church Lane Barwell Leicestershire LE9 8DG	Community Centre & Library
18	Barwell	Barwell	Barwell Church of England Academy & Sure Start Centre	High Street Barwell Leicester LE9 8DS	Primary School
19	Barwell	Barwell	Barwell Infant Primary School	Townend Road Barwell Leicestershire LE9 8HG	Primary School
20	Barwell	Barwell	Newlands Community Primary School	Moore Road Barwell Leicestershire LE9 8AG	Primary School
21	Barwell	Barwell	Barwell Community House	43 Bradgate Road Barwell Leicestershire LE9 8FB	Community House
22	Barwell	Barwell	Jubilee Hall	Byron Close Barwell Leicestershire LE9 8AF	Community Centre
23	Barwell	Barwell	Barwell Medical Centre	39 Jersey Way Barwell Leicestershire LE9 8HR	Doctors Surgery
24	Barwell	Barwell	Barwell Methodist Church	Chapel Street Barwell Leicestershire LE9 8DE	Place of Worship

25	Barwell	Barwell	St Christopher's Church Hall	22 Moore Road Barwell Leicestershire LE9 8AF	Church Hall
26	Burbage	Burbage	Sketchley Grange	Sketchley Lane, Burbage, LE10 3HU	Strategic Hotel
27	Burbage	Burbage	Hinckley Island Hotel	Watling Street Burbage Leicestershire LE10 3JA	Strategic Hotel
28	Burbage	Burbage	Millennium Hall	Britannia Road Burbage Leicestershire LE10 2HF	Community Hall
29	Burbage	Burbage	Burbage Library	Church Street Burbage Leicestershire LE10 2DA	Library
30	Burbage	Burbage	Meadows Community Centre	7 The Meadows Burbage Leicestershire LE10 2BU	Community Centre
31	Burbage	Burbage	Burbage Church of England Infant School	Grove Road Burbage Leicestershire LE10 2AE	Infant School
32	Burbage	Burbage	Burbage Junior School	Grove Road Burbage Leicestershire LE10 2AD	Junior School
33	Burbage	Burbage	Sketchley Hill Primary School	Sketchley Road Burbage Leicestershire LE10 2DY	Primary School
34	Burbage	Burbage	The Burbage Surgery	Tilton Road Burbage Leicestershire LE10 2SE	Doctors Surgery
35	Burbage	Burbage	Clarke Community Centre	Herford Way Burbage Leicestershire LE10 2QT	Community Centre
36	Burbage	Burbage	Burbage House Health Clinic	3 Burbage Road Burbage Leicestershire LE10 2TR	Doctors Surgery
37	Burbage	Burbage	Hastings High School	St Catherine's Close Burbage Leicestershire LE10 2QE	Secondary School
38	Burbage	Burbage	Burbage Pentecostal Church Centre	Tilton Road Burbage Leicestershire LE10 2SE	Church Centre

39	Burbage	Burbage	Burbage Baptist Church	Higham Way Burbage Leicestershire LE10 2PX	Church Hall
40	Burbage	Burbage	Burbage Methodist Church	40 Windsor Street Burbage Leicestershire LE10 2ET	Methodist Church
41	Burbage	Burbage	Burbage Congregational Church	10a Church Street Burbage Leicestershire LE10 2DD	Church Hall
42	Cadeby	Cadeby	All Saints Church	Church Lane Cadeby Leicestershire CV13 0AT	Church
43	Carlton	Carlton	The Gate Hangs Well Public House	Barton Road Carlton Leicestershire CV13 0DB	Public House (Rural Hamlet)
44	Carlton	Carlton	St Andrews C of E Parish Church	30 Main Street Carlton Leicestershire CV13 0BZ	Church
45	Desford	Botcheston	Botcheston Village Hall	Main Street Botcheston Leicestershire LE9 9FF	Village Hall
46	Desford	Botcheston	The Greyhound Inn Public House	Main Street Botcheston Leicestershire LE9 9FF	Public House (Rural Hamlet)
47	Desford	Desford	Desford Village Hall	10 Lindridge Lane Desford Leicestershire LE9 9GN	Village Hall
48	Desford	Desford	St Martin's Church Centre	46 Main Street Desford Leicestershire LE9 9GR	Church/Community Centre
49	Desford	Desford	Desford Free Church	Chapel Lane Desford Leicestershire LE9 9GE	Church Hall
50	Desford	Desford	Desford Library	Main Street Desford Leicestershire LE9 9JP	Library

51	Desford	Desford	Desford Community Primary School	Kirkby Road Desford Leicestershire LE9 9JH	Primary School
52	Desford	Desford	Bosworth Community College	Leicester Lane Desford Leicestershire LE9 9JL	Secondary School with 6th Form
53	Desford	Desford	Desford Medical Centre	54 Main Street Desford Leicestershire LE9 9GR	Medical Centre
54	Desford	Desford	Tropical Bird Land	Lindridge Lane Desford Leicestershire LE9 9GN	Visitor Attraction
55	Earl Shilton	Earl Shilton	Age Concern Senior Citizens Centre	King's Walk Earl Shilton Leicestershire LE9 7NL	Senior Citizens Centre
56	Earl Shilton	Earl Shilton	Earl Shilton Social Institute	12/14 Station Road Earl Shilton Leicestershire LE9 7GA	Social Institute
57	Earl Shilton	Earl Shilton	Earl Shilton Library	Wood Street Earl Shilton Leicestershire LE9 7NE	Library
58	Earl Shilton	Earl Shilton	Earl Shilton Methodist Church Hall	Wood Street Earl Shilton Leicestershire LE9 7ND	Methodist Church Hall
59	Earl Shilton	Earl Shilton	Earl Shilton Community House	Peggs Close Earl Shilton Leicestershire LE9 7BP	Community House
60	Earl Shilton	Earl Shilton	Saint Peter's Catholic Primary School	Mill Lane Earl Shilton Leicestershire LE9 7AW	Primary School
61	Earl Shilton	Earl Shilton	Townlands Church of England Primary School	Meadow Court Road Earl Shilton Leicestershire LE9 7FF	Primary School

62	Earl Shilton	Earl Shilton	Weavers Close Church of England Primary School & Sure Start Centre	Alexander Avenue Earl Shilton Leicestershire LE9 7AH	Primary School
63	Earl Shilton	Earl Shilton	Heathfield High School	Belle Vue Road Earl Shilton Leicestershire LE9 7PA	Secondary School
64	Earl Shilton	Earl Shilton	William Bradford Community College	Heath Lane Earl Shilton Leicestershire LE9 7PD	Secondary School with 6th Form
65	Earl Shilton	Earl Shilton	Heath Lane Surgery	Heath Lane Earl Shilton Leicestershire LE9 7PB	Doctors Surgery
	Earl Shilton	Earl Shilton	Earl Shilton Parish Hall	High Street Earl Shilton Leicestershire	Parish Hall
66	Groby	Groby	Groby Community Centre	39 Forest Rise Groby Leicestershire LE6 0BD	Community Centre
67	Groby	Groby	Groby Library	Leicester Road Groby Leicestershire LE6 0DQ	Library
68	Groby	Groby	Groby Village Hall	47 Leicester Road Groby Leicestershire LE6 0DJ	Village Hall
69	Groby	Groby	Lady Jane Grey Primary School	Wolsey Close Groby Leicestershire LE6 0ZA	Primary School
70	Groby	Groby	Martinshaw Primary School	Forest View Groby Leicestershire LE6 0BB	Primary School
71	Groby	Groby	Elizabeth Woodville Primary School	Glebe Road Groby Leicestershire LE6 0GT	Primary School

72	Groby	Groby	Brookvale High School	Ratby Road Groby Leicestershire LE6 0FP	Secondary School
73	Groby	Groby	Groby Community College	Ratby Road Groby Leicestershire LE6 0GE	Secondary School with 6th Form
74	Groby	Groby	Groby Surgery	26 Rookery Lane Groby Leicestershire LE6 0GL	Doctors Surgery
75	Groby	Groby	St Philip & St James	Markfield Road Groby Leicestershire LE6 0FL	Place of Worship
76	Higham on the Hill	Higham on the Hill	Higham on the Hill Church of England Primary School & Community Centre	Main Street Higham on the Hill Leicestershire CV13 6AJ	Primary School
77	Higham on the Hill	Higham on the Hill	Oddfellows Arms Public House	25 Main Street Higham on the Hill Leicestershire CV13 6AE	Public House (Rural Village)
78	Higham on the Hill	Higham on the Hill	Higham on the Hill Methodist Church	Main Street Higham on the Hill Leicestershire CV13 6AJ	Place of Worship
79	Higham on the Hill	Higham on the Hill	St Peter's Church	Main Street Higham on the Hill Leicestershire CV13 0LL	Place of Worship
80	Higham on the Hill	Higham on the Hill	The Fox Inn Public House	81 Main Street Higham on the Hill Leicestershire CV13 6AH	Public House (Rural Village)
81	Hinckley	Hinckley	Hinckley Library	Lancaster Road Hinckley Leicestershire LE10 0AT	Library
82	Hinckley	Hinckley	St Francis Community Centre	Tudor Road Hinckley Leicestershire LE10 0EQ	Community Centre
83	Hinckley	Hinckley	Hinckley and District General Hospital & Health Centre	Mount Road & Hill Street Hinckley Leicestershire LE10 1DS	Hospital

84	Hinckley	Hinckley	Mount Grace High School	Leicester RoadHinckleyLeicestershireLE10 1LP	Secondary School
85	Hinckley	Hinckley	The Maples Family Medical Practice	35 Hill Street Hinckley Leicestershire LE10 1DS	Medical Centre
86	Hinckley	Hinckley	Orchard Resource Centre	Hill Street Hinckley Leicestershire LE10 1DS	Mental Health Clinic
87	Hinckley	Hinckley	Castle Mead Medical Centre	33 Hill Street Hinckley Leicestershire LE10 1DS	Medical Centre
88	Hinckley	Hinckley	Hinckley and Bosworth Community Hospital	Ashby Road Hinckley Leicestershire LE10 3DA	Hospital
89	Hinckley	Hinckley	Station View Health Centre	Southfield Road Hinckley Leicestershire LE10 1UA	Doctors Surgery
90	Hinckley	Hinckley	Hollycroft Medical Centre	Clifton Way Hinckley Leicestershire LE10 0XN	Medical Centre
91	Hinckley	Hinckley	The Pathways Centre	Baptist Walk Hinckley Leicestershire LE10 1PR	Church Centre
92	Hinckley	Hinckley	Hope Community Church	Devron Way Hinckley Leicestershire LE10 0XD	Church & Family Centre
93	Hinckley	Hinckley	Holliers Walk Primary School	Holliers Walk Hinckley Leicestershire LE10 1PL	Primary School
94	Hinckley	Hinckley	Hynca Lodge	St Francis Close Hinckley Leicestershire LE10 0EW	Medical Centre

95	Hinckley	Hinckley	Battling Brook Community Centre/Pre-School	Frederick AvenueHinckleyLeicestershireLE10 0EX	Community Centre
96	Hinckley	Hinckley	Millfield Day Centre	Frederick Avenue Hinckley Leicestershire LE10 0EX	Day Centre for people with disabilities
97	Hinckley	Hinckley	The Trinity Centre	Trinity Vicarage/Marchant Road Hinckley Leicestershire LE10 0BX	Church Centre
98	Hinckley	Hinckley	Battling Brook Community Primary School	Frederick Avenue Hinckley Leicestershire LE10 0EX	Primary School
99	Hinckley	Hinckley	Richmond Primary School	Stoke Road Hinckley Leicestershire LE10 3EA	Primary School
100	Hinckley	Hinckley	Saint Peter's Catholic Primary School	London Road Hinckley Leicestershire LE10 1HJ	Primary School
101	Hinckley	Hinckley	St Mary's Church of England Primary School	Station Road Hinckley Leicestershire LE10 1AW	Primary School
102	Hinckley	Hinckley	St John's Church Hall	351Coventry Road Hinckley Leicestershire LE10 0NF	Church Hall
103	Hinckley	Hinckley	Westfield Community Centre	Rosemary Way Hinckley Leicestershire LE10 0NL	Community Centre
104	Hinckley	Hinckley	Westfield Infant School	Ashford Road Hinckley Leicestershire LE10 0JL	Infant School
105	Hinckley	Hinckley	Westfield Junior School	Westfield Road Hinckley Leicestershire LE10 0LT	Junior School

106	Hinckley	Hinckley	Green Towers Hinckley Club for Young People	Richmond Park Hinckley Leicestershire	Youth Centre
107	Hinckley	Hinckley	Gwendoline Community House	50 Gwendoline Avenue Hinckley Leicestershire LE10 0EZ	Community House
108	Hinckley	Hinckley	St Mary's Community Hall	St Mary's Road Hinckley Leicestershire LE10 1EQ	Parish Hall
109	Hinckley	Hinckley	John Cleveland College	Butt Lane Hinckley Leicestershire LE10 1LE	Secondary School with 6th Form
110	Hinckley	Hinckley	Redmoor High School & Sure Start Centre	Wykin Road Hinckley Leicestershire LE10 0EP	Secondary School
111	Hinckley	Hinckley	Dorothy Goodman Lower School	Stoke Road Hinckley Leicestershire LE10 0EA	Special Education School
112	Hinckley	Hinckley	Dorothy Goodman Upper School	Middlefield Lane Hinckley Leicestershire LE10 0RB	Special Education School
113	Hinckley	Hinckley	North Warwickshire and Hinckley College	Lower Bond Street Hinckley Leicestershire LE10 1QE	College
114	Hinckley	Hinckley	The Midland Studio College	London Road Hinckley Leicestershire LE10 1HQ	College
115	Hinckley	Hinckley	Hinckley Wharf	Wharf Yard Hinckley Leicestershire LE10 0NQ	Sea Cadets Facility
116	Hinckley	Hinckley	Hinckley and District Museum	30 Lower Bond Street Hinckley Leicestershire LE10 1QU	Museum
117	Hinckley	Hinckley	Concordia Theatre	Stockwell Head Hinckley Leicestershire LE10 1RE	Theatre
118	Hinckley	Hinckley	The Atkins Building	Lower Bond Street Hinckley Leicestershire LE10 1QU	Exhibition Space

119	Hinckley	Hinckley	Premier Inn	Wharf Farm Coventry Road Hinckley Leicestershire LE10 0NB	Strategic Hotel
120	Hinckley	Hinckley	Trinity Marina	Ashby Canal Coventry Road Hinckley Leicestershire	Marina
121	Market Bosworth	Market Bosworth	Market Bosworth Water Trust	Coton Bridge Lane Far Coton Market Bosworth Leicestershire CV13 0PJ	Boating Area and Visitor Attraction
122	Market Bosworth	Market Bosworth	Bosworth Hall Hotel & Spa	The Park Market Bosworth Leicestershire CV13 0LP	Strategic Hotel
123	Market Bosworth	Market Bosworth	Market Bosworth Library	Station Road Market Bosworth Leicestershire CV13 0NP	Library
124	Market Bosworth	Market Bosworth	St Peters Church of England Primary School	Station Road Market Bosworth Leicestershire CV13 0NP	Primary School
125	Market Bosworth	Market Bosworth	Market Bosworth High School	Station Road Market Bosworth Leicestershire CV13 0JT	Secondary School
126	Market Bosworth	Market Bosworth	Dixie Grammar School	Market Place Market Bosworth Leicestershire CV13 0LE	Secondary School
127	Market Bosworth	Market Bosworth	Market Bosworth Surgery	Back Lane Market Bosworth Leicestershire CV13 0LD	Doctors Surgery
128	Market Bosworth	Market Bosworth	Market Bosworth Parish Hall	25 Park Street Market Bosworth Leicestershire CV13 0LL	Parish Hall
129	Market Bosworth	Market Bosworth	The Free Church Hall	3 Barton Road Market Bosworth Leicestershire CV13 0LQ	Place of Worship

130	Market Bosworth	Market Bosworth	Our Lady & St Gregory Catholic Church	Station Road Market Bosworth Leicestershire CV13 0LT	Place of Worship
131	Market Bosworth	Market Bosworth	St Peters Parish Church	Church Street Market Bosworth Leicestershire CV13 0LG	Place of Worship
132	Market Bosworth	Market Bosworth	The Forge	13 Park Street Market Bosworth Leicestershire CV13 0LL	Visitor Attraction
133	Markfield	Copt Oak	Copt Oak Memorial Hall	Whitwick Road Copt Oak Markfield Leicestershire LE67 9QB	Village Hall
134	Markfield	Copt Oak	The Copt Oak Public House	Whitwick Road Copt Oak Markfield Leicestershire LE67 9QB	Public House (Rural Hamlet)
135	Markfield	Copt Oak	St Peter's Church	Whitwick Road Copt Oak Markfield Leicestershire LE67 9QB	Place of Worship
136	Markfield	Markfield	Markfield Library	Oakfield Avenue Markfield Leicestershire LE67 9WG	Library
137	Markfield	Markfield	Mercenfeld Primary School	Oakfield Avenue Markfield Leicestershire LE67 9WG	Primary School
138	Markfield	Markfield	South Charnwood High School	Broad Lane Markfield Leicestershire LE67 9TB	Secondary School
139	Markfield	Markfield	Markfield Conference Centre	Ratby Lane Markfield Leicestershire LE67 9SY	Conference Centre
140	Markfield	Markfield	Markfield Medical Centre	24 Chitterman Way Markfield Leicestershire LE67 9WU	Medical Centre

141	Markfield	Markfield	Oddfellows Mission Hall	Shaw Lane Markfield Leicestershire LE67 9PU	Place of Worship
142	Markfield	Markfield	Markfield Congregational Church	104 Main Street, Markfield Leicestershire LE67 9UU	Place of Worship
143	Markfield	Markfield	St Michael & All Angel Church	The Green Markfield Leicestershire LE67 9WD	Place of Worship
144	Nailstone	Nailstone	Dove Bank Primary School	Bagworth Road Nailstone Leicestershire CV13 0QJ	Primary School
145	Nailstone	Nailstone	The Nut and Squirrel Public House	32 Main Street Nailstone Leicestershire CV13 0QE	Public House (Rural Village)
146	Nailstone	Nailstone	The Bulls Head Public House	88 Main Street Nailstone Leicestershire CV13 0QB	Public House (Rural Village)
147	Nailstone	Nailstone	All Saints Church	Main Street Nailstone Leicestershire CV13 0DH	Place of Worship
148	Newbold Verdon	Brascote	The Windmill Inn Public House	Brascote Lane Brascote Newbold Verdon Leicestershire LE9 9LE	Public House (Rural Hamlet)
149	Newbold Verdon	Newbold Verdon	St James' Church Hall	24 Main Street Newbold Verdon Leicestershire LE9 9NN	Church Hall
150	Newbold Verdon	Newbold Verdon	Methodist Church	52 Main Street Newbold Verdon Leicestershire LE9 9NN	Church Hall
151	Newbold Verdon	Newbold Verdon	Newbold Verdon Baptist Church	Mill Lane, Newbold Verdon Leicestershire LE9 9PT	Place of Worship

152	Newbold Verdon	Newbold Verdon	Newbold Verdon Primary School & Community Centre	Dragon Lane Newbold Verdon Leicestershire LE9 9NG	Primary School & Community Centre
153	Newbold Verdon	Newbold Verdon	Newbold Verdon Library	Main Street Newbold Verdon Leicestershire LE9 9NP	Library
154	Newbold Verdon	Newbold Verdon	Newbold Verdon Medical Practice	St Georges Close Newbold Verdon Leicestershire LE9 9PZ	Medical Centre
155	Newbold Verdon	Newbold Verdon	Jehovah's Kingdom Hall	69 Mill Lane Newbold Verdon Leicestershire LE9 9PU	Church Hall
156	Peckleton	Peckleton	Peckleton Village Hall	71 Main Street Peckleton Leicestershire LE9 7RE	Village Hall
157	Peckleton	Peckleton	St Mary Magdalene	Church Road Peckleton Leicestershire LE9 7RA	Place of Worship
158	Peckleton	Kirkby Mallory	Kirkby Mallory Village Hall	38 Church Road Kirkby Mallory Leicestershire LE9 7QE	Village Hall
159	Peckleton	Kirkby Mallory	Mallory Park	Church Road Kirkby Mallory Leicestershire LE9 7QE	Motor Racing Track
160	Peckleton	Kirkby Mallory	All Saints Church	Church Road Kirkby Mallory Leicestershire LE9 7QE	Place of Worship
161	Peckleton	Stapleton	Stapleton Village Hall	School Lane Stapleton Leicestershire LE9 8JR	Village Hall
162	Peckleton	Stapleton	The Nags Head Public House	15 Main Street Stapleton Leicestershire LE9 8GF	Public House (Rural Hamlet)

163	Peckleton	Stapleton	St Martin Church	Church Lane Stapleton Leicestershire LE9 8JJ	Place of Worship
164	Ratby	Ratby	Ratby Church Rooms	Church Lane Ratby Leicestershire LE6 0JF	Church Hall
165	Ratby	Ratby	Ratby Methodist Church	31 Station Road Ratby Leicestershire LE6 0JQ	Methodist Church
166	Ratby	Ratby	Ratby Village Hall & Welfare Hall	35 Main Street Ratby Leicestershire LE6 0LN	Village Hall
167	Ratby	Ratby	Ratby Library	Main Street Ratby Leicestershire LE6 0LN	Library
168	Ratby	Ratby	Ratby Primary School	Main Street Ratby Leicestershire LE6 0LN	Primary School
169	Ratby	Ratby	Ratby Surgery	122-124 Station Road Ratby Leicestershire LE6 0JP	Doctors Surgery
170	Ratby	Ratby	Bretheren Meeting Hall	Station Road Ratby Leicestershire LE6 0JR	Place of Worship
171	Ratby	Ratby	St Philip & St James	Church Lane Ratby Leicestershire LE6 0JF	Place of Worship
172	Shackerstone	Barton in the Beans	Baptist Chapel	22 Main Street Barton in the Beans Leicestershire CV13 0DJ	Place of Worship
173	Shackerstone	Congerstone	Congerstone Primary School	Shackerstone Road Congerstone Leicestershire CV13 6NH	Primary School

174	Shackerstone	Congerstone	The Horse and Jockey Public House	Bosworth Road Congerstone Leicestershire CV13 6LY	Public House (Rural Village)
175	Shackerstone	Congerstone	St Mary the Virgin	Main Street Congerstone Leicestershire CV13 6LZ	Place of Worship
176	Shackerstone	Congerstone	Congerstone Village Hall	Main Street Congerstone	Village Hall
177	Shackerstone	Shackerstone	Shackerstone Village Hall	Church Road Shackerstone Leicestershire CV13 6NN	Village Hall
178	Shackerstone	Shackerstone	The Rising Sun Public House	28 Church Road Shackerstone Leicestershire CV13 6NN	Public House (Rural Hamlet)
179	Shackerstone	Shackerstone	St Peter's Church	Church Road Shackerstone Leicestershire CV13 6NN	Place of Worship
180	Shackerstone	Shackerstone	Shackerstone Railway Station (Battlefield Line)	Shackerstone Railway Station Station Road Shackerstone Leicestershire CV13 6NW	Steam Railway
181	Sheepy	Pinwall	Red Lion Public House	Atherstone Road Pinwall Leicestershire CV9 3NB	Public House (Rural Hamlet)
182	Sheepy	Sheepy Magna	The Black Horse PH	44 Main Road Sheepy Magna Leicestershire CV9 3QR	Public House (Rural Village)
183	Sheepy	Sheepy Magna	Sheepy Memorial Hall	112 Main Road Sheepy Magna Leicestershire CV9 3QU	Village Hall
184	Sheepy	Sheepy Magna	All Saints Church	Church Lane Sheepy Magna Leicestershire CV9 3QS	Place of Worship

185	Sheepy	Sheepy Magna	Sheepy Magna Church of England Primary School	Main Road Sheepy Magna Leicestershire CV9 3QR	Primary School
186	Sheepy	Sibson	Sibson Village Hall	Sheepy Road Sibson Leicestershire CV13 6LE	Village Hall
187	Sheepy	Sibson	The Millers Hotel	Twycross Road Sibson Leicestershire CV13 6LB	Hotel/B & B/Bar
188	Sheepy	Sibson	The Cock Inn	Twycross Road Sibson Leicestershire CV13 6LB	Public House (Rural Hamlet)
189	Sheepy	Wellsborough	Dxie Grammar Junior School	Temple Hall Bosworth Road Wellsborough CV13 6PA	Grammar School
190	Stanton Under Bardon	Stanton Under Bardon	Stanton Under Bardon Village Hall	Main Street Stanton Under Bardon Leicestershire LE67 9TN	Village Hall
191	Stanton Under Bardon	Stanton Under Bardon	Stanton Under Bardon Community Primary School	Main Street Stanton Under Bardon Leicestershire LE67 9TQ	Primary School
192	Stanton Under Bardon	Stanton Under Bardon	Old Thatched Inn	289 Main Street Stanton Under Bardon Leicestershire LE67 9TQ	Public House (Rural Village)
193	Stanton Under Bardon	Stanton Under Bardon	Christian Fellowship Hall	135 Main Street Stanton Under Bardon Leicestershire LE67 9TQ	Church Hall
194	Stanton Under Bardon	Stanton Under Bardon	St Mary & All Saints Church	Main Street Stanton under Bardon Leicestershire LE67 9TN	Place of Worship

195	Stoke Golding	Stoke Golding	Stoke Golding Village Hall	Hall Drive Stoke Golding Leicestershire CV13 6EA	Village Hall
196	Stoke Golding	Stoke Golding	St Margaret's Church of England Primary School	High Street Stoke Golding Leicestershire CV13 6HE	Primary School
197	Stoke Golding	Stoke Golding	Saint Martins Catholic School Catholic Voluntary Academy	Hinckley Road Stoke Golding Leicestershire CV13 6ED	Secondary School
198	Stoke Golding	Stoke Golding	Baxter Hall	High Street Stoke Golding Leicestershire CV13 6HE	Hall
199	Stoke Golding	Stoke Golding	Doctors Surgery	28 Pine Close Stoke Golding Leicestershire CV13 6EB	Doctors Surgery
200	Stoke Golding	Stoke Golding	St Margaret of Antioch	Church Way Stoke Golding Leicestershire CV13 6HE	Place of Worship
201	Stoke Golding	Stoke Golding	Stoke Golding Methodist Church	Main Street Stoke Golding Leicestershire CV13 6HP	Place of Worship
202	Stoke Golding	Stoke Golding	Stoke Golding Zion Baptist Church	Stoke Golding Zion Baptist Church High Street Stoke Golding Leicestershire	Place of Worship
203	Stoke Golding	Stoke Golding	Stoke Golding Marina (The Ashby Canal Centre)	Willow Park Marina Upton Lane Stoke Golding Leicestershire CV13 6EU	Marina
204	Sutton Cheney	Dadlington	Dadlington Village Hall	The Green Dadlington Nuneaton CV13 6JB	Village Hall
205	Sutton Cheney	Dadlington	The Dog and Hedgehog Public House	2 The Green Dadlington Nuneaton CV13 6JB	Public House (Rural Hamlet)

206	Sutton Cheney	Dadlington	The Church of St James The Greater	The Green Dadlington Leicestershire CV13 6JB	Place of Worship
207	Sutton Cheney	Shenton	St John the Evangelist	Shenton Road Shenton Leicestershire CV13 6DP	Place of Worship
208	Sutton Cheney	Shenton	Shenton Railway Station (Battlefield Line)	Shenton, Leicestershire, CV13 0AA	Steam Railway station
209	Sutton Cheney	Shenton	Whitemoors Antiques and Tea Rooms	Main Street Shenton Leicestershire CV13 0AG	Antique Shop and Tea Room
210	Sutton Cheney	Sutton Cheney	Sutton Cheney Wharf (The Ashby Boat Trip)	Sutton Cheney Wharf Lane Sutton Cheney Leicestershire CV13 0AL	Boating Area
211	Sutton Cheney	Sutton Cheney	Sutton Cheney Village Hall	Main Street Sutton Cheney Leicestershire CV13 0AG	Village Hall
212	Sutton Cheney	Sutton Cheney	The Royal Arms	Main Street Sutton Cheney Leicestershire CV13 0AG	Public House , hotel (Rural Hamlet)
213	Sutton Cheney	Sutton Cheney	The Hercules Inn	Main Street Sutton Cheney Leicestershire CV13 0AG	Public House (Rural Hamlet)
214	Sutton Cheney	Sutton Cheney	St James Church	Main Street Sutton Cheney Leicestershire CV13 0AG	Place of Worship
215	Sutton Cheney	Sutton Cheney	Bosworth Battlefield Heritage Centre and Country Park	Ambion Lane Sutton Cheney Leicestershire CV13 0AD	Historic Attraction
216	Twycross	Orton on the Hill	The Unicorn Inn Public House	20 Main Street Orton on the Hill Leicestershire CV9 3NN	Public House (Rural Hamlet)

217	Twycross	Orton on the Hill	St Ediths C of E Parish Church	The Green Orton on the Hill Leicestershire CV9 3NG	Church
218	Twycross	Norton Juxta Twycross	Norton Juxta Twycross Village Hall	Orton Lane Norton Juxta Twycross Leicestershire CV9 3PU	Village Hall
219	Twycross	Norton Juxta Twycross	The Holy Trinity Church	Orton Lane Norton Juxta Twycross Leicestershire CV9 3PU	Place of Worship
220	Twycross	Norton Juxta Twycross	Twycross Zoo	Burton Road Norton Juxta Twycross Leicestershire CV9 3PX	Zoo
221	Twycross	Twycross	Twycross Village Hall	Burton Road Twycross Leicestershire CV9 2DF	Village Hall
222	Twycross	Twycross	The Curzon Arms Public House	29 Main Road Twycross Leicestershire CV9 3PL	Public House (Rural Village)
223	Twycross	Twycross	Twycross House School	The Green Twycross Leicestershire CV9 3PL	Fee-paying School
224	Twycross	Twycross	St James Church of England Parish Church	Church Street Twycross Leicestershire CV9 3PJ	Place of Worship
225	Witherley	Fenny Drayton	St Michaels and All Angels C of E Parish Church	Church Lane Fenny Drayton Leicestershire CV13 6BA	Church
226	Witherley	Ratcliffe Culey	The Gate Public House	Main Road Ratcliffe Culey Leicestershire CV9 3NY	Public House (Rural Hamlet)
227	Witherley	Ratcliffe Culey	All Saints Church	Church Lane Ratcliffe Culey Atherstone CV9 3PA	Church

228	Witherley	Witherley	Witherley Church of England Primary School	Church Road Witherley Leicestershire CV9 3NA	Primary School
229	Witherley	Witherley	Witherley Parish Rooms	Chapel Lane Witherley Leicestershire CV9 3LR	Village Hall
230	Witherley	Witherley	St Peter's Church	Church Lane Witherley Leicestershire CV9 3NA	Church
231	Witherley	Witherley	The Blue Lion Public House	8 Church Road Witherley Leicestershire CV9 3NA	Public House (Rural Village)
232	Witherley	Witherley	The Bull Inn Public House	Watling Street Witherley Leicestershire CV9 1RD	Public House (Rural Village)
233	Osbaston	Osbaston	The Gate Inn Public House	Off the A447 Osbaston Leicestershire CV13 0HP	Public House

Appendix D- Emerging Open Space, Sports and Recreational Facilities
Development Management Policy

Safeguarding Open Space, Sport and Recreational Facilities

Planning Permission will not be granted for proposals resulting in the loss of land or buildings in recreational or sporting use and areas of open space, as identified in the most recent Open Space, Sport and Recreational Facilities Assessment, except where:

- a) A replacement of an equivalent typology is provided, as defined by the most recent Open Space, Sport and Recreational Facilities Assessment, in an appropriate location serving the local community; or
- b) It is demonstrated that there is a surplus of recreational land/and or facilities or open space of the same typology exceeding the needs of the local community; or
- c) The development of a small part of a larger site in recreational use would result in the enhancement of facilities on the remainder of the site, or on a nearby site serving the same community.

Appendix E- Emerging Safeguarding Community Facilities Development Management Policy

Safeguarding Community Facilities V1

Provision of New Facilities

The Local Planning Authority will encourage the formation of new community facilities across the borough, (especially in rural settlements with limited existing provision) where it can be demonstrated that:

- The facility meets the needs of the community it intends to serve; and
- It is within a reasonable distance of the above community.

Retention of Existing Provision

The Local Planning Authority will resist the loss of community facilities including ancillary areas as identified on the proposals map.

The redevelopment, loss or change of use of community facilities will only be appropriate where it can be demonstrated that:

- An equivalent range of replacement facilities will provided in appropriate location within a reasonable distance of the local community; or
- There is a surplus of the facility type within the immediate locality exceeding the needs of the community; or
- The loss of a small portion of the site would result in wider community benefits on the remainder of the site.

Loss of Existing Facilities

Where replacement facilities will not be provided or a surplus can not be demonstrated and the scheme would not result in wider community benefits on the remainder of the site, the loss of a community facility would only be considered acceptable where it can be demonstrated that:

- The facility has been proactively marketed for a community use for a reasonable period of time at a reasonable marketed rate as supported and demonstrated through a documented formal marketing strategy and campaign; and
- Where appropriate, it has been offered to the local community for them to take ownership of the facility.

Appendix F- Emerging Preserving the Borough's Cultural and Tourism Facilities

Preserving the Borough's Cultural and Tourism Facilities V1

The Local Planning Authority will resist the loss of Cultural and Tourism facilities including ancillary areas as identified on the proposals map.

The redevelopment, loss or change of use of Cultural and Tourism Facilities will only be appropriate where it can be demonstrated that:

- a) The existing facility can no longer operate in a viable manner and all attempts of diversification have been exhausted; and
- b) The facility can not be retained through voluntary, charitable or community organisations or ventures, with the exception of Strategic Hotels.

Or:

- c) The proposal would result in an appropriate replacement cultural, tourism and leisure resource which fulfils the requirements of Core Strategy Policy 23; or
- d) The loss of a small portion of the site would result in improved facilities on the remainder of the site.



Hinckley & Bosworth
Borough Council

A Borough to be proud of

EXECUTIVE – 30TH JANUARY 2013

REPORT OF DEPUTY CHIEF EXECUTIVE (COMMUNITY DIRECTION)

RE: ESTABLISHMENT OF A HINCKLEY & BOSWORTH VOLUNTARY AND COMMUNITY SECTOR HUB

WARDS AFFECTED: ALL WARDS

1. PURPOSE OF REPORT

- To set out a proposed approach for the establishment of a Locality based Hinckley & Bosworth Voluntary and Community Sector (VCS) Hub

2. RECOMMENDATION

- (i) To support the establishment of the Hinckley & Bosworth VCS Hub from April 2013, as follows:
 - That HBBC support Next Generation Community Connects (NGCC) to lead and deliver the VCS infrastructure work within the locality. NG Community Connects to retain their existing charitable status and Trustee Board
 - That HBBC continue to support Community Action Hinckley & Bosworth (CAHB) to lead and deliver the community development/cohesion work within the locality. CAHB to retain their existing charitable status and Trustee Board
 - That HBBC support both organisations working in partnership through the VCS Hub to develop and delivery the VCS Forum (the Locality Forum for the VCS), that is properly supported by both NGCC and CAHB, with a new Locality Commissioning/Board made up of representative organisations.
 - That a proposal is submitted by both NGCC and CAHB to demonstrate their fitness for purpose for the delivery of the work streams outlined under paragraph 4.1., and subsequently, both organisations to present this model and supporting arrangements to Executive Committee.
- (ii) To support the proposal to allocate the current HBBC annual VCS Grant funding of £27,670 to support the delivery of work streams to be commissioned via the VCS Hub for 2013/14..**N.B.** Subject to requirements outlined under financial implications paragraph 6.1.

3. BACKGROUND TO THE REPORT

- 3.1. HBBC currently support a number of VCS organisations within the locality, through Grant funding and in kind arrangements, but in the context of ever reducing budgets, there is a need to find a more sustainable approach to VCS support, development, and delivery within the Borough, in order to continue to meet the needs of our diverse community.

- 3.2. Discussions with a number of key VCS organisations operating within the locality, indicate that very often organisations are bidding and competing for the same pot of money, to fund core business, with very little staff capacity to field for this kind of resource intensive work. Whilst this is understandable in the context of organisations seeking survival, it is not necessarily making best use of collective resources, expertise and assets, or positioning VCS organisations to take advantage of future opportunities evolving through new commissioning arrangements.
- 3.3. It is within this context that HBBC has been keen to explore options for the future, and in the first instance have held discussions with Community Action Hinckley and Bosworth (CAHB) and Next Generation (NG), two lead VCS organisations within the Borough, and both currently in receipt of Grant funding from the authority.
- 3.4. Discussions to date confirm that both organisations are in agreement of the potential and opportunities afforded through the creation of a new VCS partnership for Hinckley and Bosworth, building on the many years of success and achievements of these organisations to date.
- 3.5. In the context of changing and reducing funding streams, and the increased demand to support individuals with very complex needs, during July 2012, NG Trustees gave unanimous support for a refreshed set of objectives for the charity. This has resulted in a change to the charitable status of NGCC from 'youth' to 'community', and a rebranding of the organisation to Next Generation Community Connects (NGCC).
- 3.6. As part of their new business model and strategic direction, NG have officially merged with Burbage Youth Project, to ensure the continuity of this valuable work which includes youth club provision, gardening club and vehicle restoration, now all delivered under the NG Community Connects brand. NG have applied for and been successful in securing Grant funding to support the delivery of these projects. **Appendix 1** sets out the expanded Community Connects services under the new NG model. NGCC has also introduced additional work streams, for example work around Lesbian, Gay, Bisexual & Transgender issues, having recognised there is very little support for such minority groups. This work will be progressed under the Proud Generation Connect Project.
- 3.7. CAHB has continued to deliver the highly valued community development and cohesion work on behalf of the Borough, and has supported the range of provision delivered via our Community Houses. Specifically the Borough Council has in place a SLA with CAHB for the running and delivery of associated services for the Wykin Community House, which has gone from strength to strength in terms of community engagement and ownership of community activity.
- 3.8. Alongside this, during the budget setting round for 2012/13, HBBC made the decision to withdraw from the county wide VCS infrastructure support contract, currently delivered by Voluntary Action Leicestershire (VAL), for which we had been contributing an annual amount of £27,670. Under the terms of this contract we were required to give three months notice of withdrawal, and therefore made a payment of £6917.50 for the first quarter of 2012/13. The Borough Council made a decision to re-direct the remaining resources to focus on locality based work, where we feel we make the most impact. A majority of the remainder of this funding, £15,000, was re-directed to support the sustainability of CAHB, to deliver the community development work described in paragraph 3.8.
- 3.9. A further £5,000 from this pot, was ring fenced to support the ongoing development of a Social Enterprise (S.E.) organisation, supporting the aspirations of CAHB, for the establishment of a S.E. organisation, specialising in regeneration/community development and direct service delivery (where it sees its particular strengths), with a move away from direct delivery of VCS infrastructure support services. The ambition

was to enable CAHB to lever in resources and capacity, to deliver the localism agenda, provide appropriate support to the VCS in terms of regeneration and community development, and create a sustainable organisation, non reliant on grant funding arrangements.

- 3.10. However, owing to the ongoing ill health of the lead officer for the S.E. this has not been realised during 2012. In October 2012, the officer concerned made a decision to permanently withdraw from the position for ill health reasons. The ring fenced £5,000 was subject to an agreement on a payment by results basis, and therefore, still remains in the budget for 2012/13.

4.0. Hinckley and Bosworth VCS Hub Proposal

- 4.1. Therefore, in the context of the above, the following is proposed for the establishment of the H&B VCS Hub from 1st April 2013:

- That HBBC support NGCC to lead and deliver the VCS infrastructure work within the locality. NG Community Connects to retain their existing charitable status and Trustee Board. (VCS Infrastructure provision is aimed at supporting the establishment, development and sustainability of front line VCS service delivery organisations, and brokering effective joint working between the VCS and the public sector).
- That HBBC continue to support CAHB to lead and deliver the community development/cohesion work. CAHB to retain their existing charitable status and Trustee Board. **N.B.** This proposal should be considered in conjunction with a separate report, setting out a proposal for the sustainability and development of all three community houses, and subject to requirements outlined under financial implications paragraph 6.1. of this report.
- That HBBC support both organisations working in partnership through the VCS Hub to develop and delivery the VCS Forum (the Locality Forum for the VCS), that is properly supported by both NGCC and CAHB, with a new Committee/Board made up of representative organisations.

4.2. The proposed model is outlined at Appendix 2.

- 4.3. Please note NGCC, owns its town centre location building, unencumbered by loans or mortgages, and it is proposed that this building becomes the VCS Hub, to complement the new HBBC statutory agency hub. The VCS Hub has sufficient space to accommodate outreach workers, and indeed, NGCC has already extended this provision to a range of enquiring agencies seeking appropriate facilities for their one to one meeting requirements. In addition the VCS Hub will undertake a key referral/sign posting service between itself and the Hinckley Hub.
- 4.4. The proposed model, with the existing organisations retaining their charitable status and trustee boards, enables us to move to the new arrangements within the timescale required, by April 2013, with a view to securing the sustainability of these key VCS organisations, which we can not afford to lose. Overtime, the intention is to bring on board further key VCS organisations, for example Age UK, with the potential for the establishment of a Social Enterprise organisation, building on the success of this 'partnership' arrangement.

5. Recommendation

- 5.1. It is recommended that a proposal be worked up by both NGCC and CAHB to demonstrate their fitness for purpose for the delivery of the work streams outlined

above, under paragraph 4.1. Following this, both organisations will be requested to present this model and supporting arrangements to Executive Committee.

- 5.2. It is recommended that the HBBC annual VCS Grant funding of £27,670 is allocated to commission the delivery of work streams to be delivered via the VCS Hub for 2013/14. **N.B.** Subject to requirements outlined under financial implications paragraph 6.1.

6. **FINANCIAL IMPLICATIONS** (KB)]

- 6.1. It is proposed that the HBBC annual VCS Grant funding of £27,670 is allocated to commission the delivery of work streams to be delivered via the VCS Hub for 2013/14. **N.B.** The allocation of funding for 2013/14 to Community Action Hinckley and Bosworth will be confirmed following a full review of the organisations financial standing and forecasts. This will be obtained through a review of CAHB's 2011/12 accounts and pending issue of a "going concern" conclusion from the organisations external auditors.

7. **LEGAL IMPLICATIONS** (LH)

- 7.1. None arising directly from this report.

8. **CORPORATE PLAN IMPLICATIONS**

The contents of the report relate to and support the following strategic aims:

- Cleaner and Greener Neighbourhoods
- Thriving Economy
- Safer and Healthier Borough
- Strong and distinctive communities

9. **CONSULTATION**

This report has taken account of the ongoing consultation undertaken by key VCS organisations in the locality, including Next Generation and CAHB, along with evidence provided by Voluntary Action Leicestershire to understand the changing context within which the VCS is operating. This has informed the need to consider alternative approaches to the sustainability of the VCS within Hinckley and Bosworth.

10. **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
Lack of sustainability of key VCS organisations within Hinckley and Bosworth, resulting in no VCS	Establishment of the H&B VCS Partnership and supporting work streams	Edwina Grant

infrastructure arrangements within the locality		
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11. **KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS**

The utilisation of up to date evidence sources and data, informed via the key VCS organisations within the locality, alongside VAL, has helped to inform the need to consider alternative approaches to the sustainability of the VCS within Hinckley and Bosworth, to focus resources on priority needs across all areas of the Borough, including rural Hinckley and Bosworth.

12. **CORPORATE IMPLICATIONS**

- Community Safety implications
- Environmental implications
- ICT implications
- Asset Management implications
- Human Resources implications
- Planning Implications
- Voluntary Sector

Background papers: None

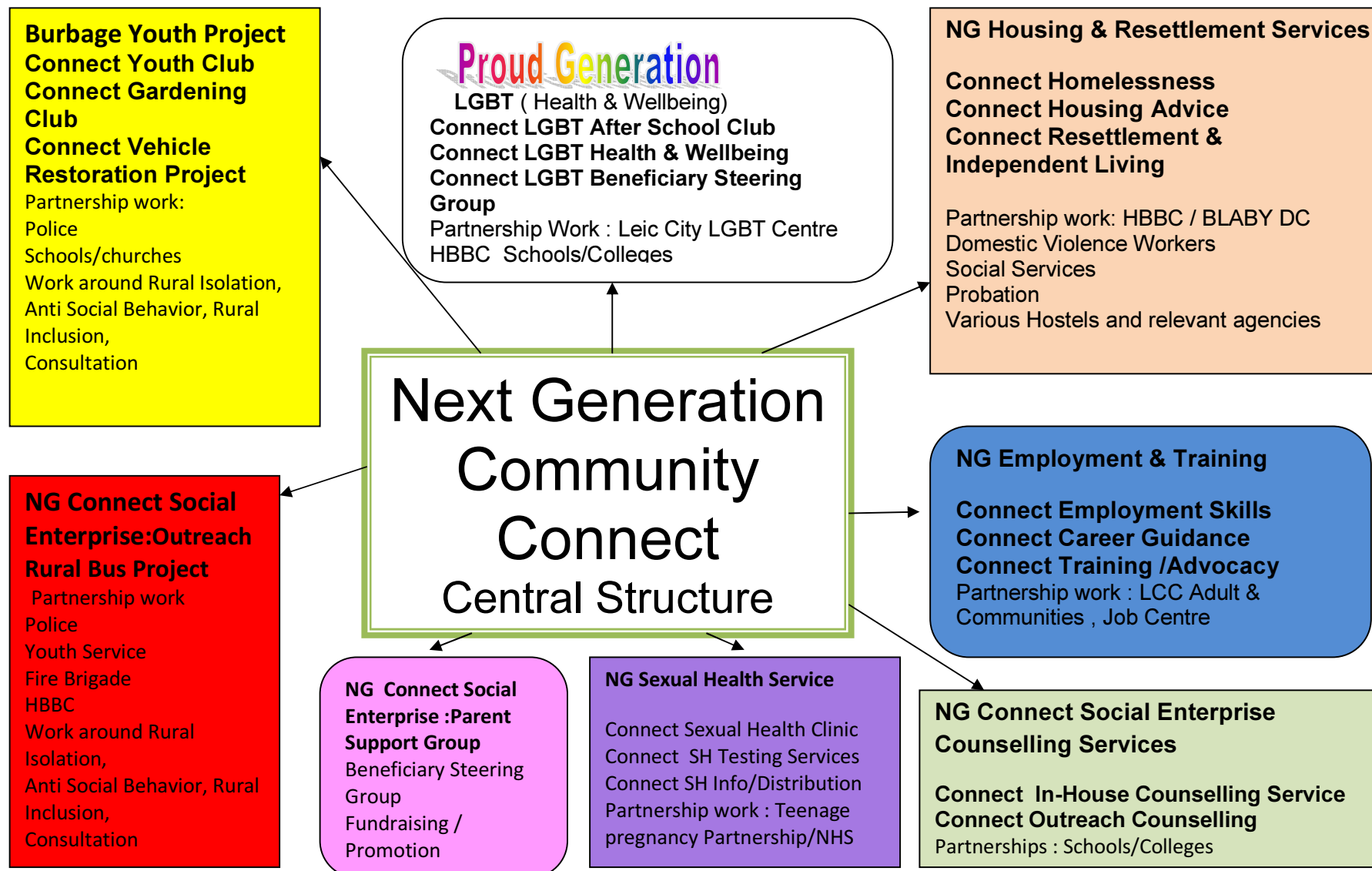
Contact Officer: Edwina Grant, Ext 5629

Executive Member: Cllr David Bill

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APPENDIX 1

Next Generation- Community Connect Services



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APPENDIX 2

Next Generation Community Connect VCS Hub

- Lead and deliver VCS infrastructure/partnership development work within the locality
- Retain existing Trustee Board , Management and charitable status
- Retain delivery of central structure NG Community Connect services
- Continue to develop positive partnerships with a range of agencies both statutory and VCS integrating into the VCS Hub as required and requested by HBBC and other bodies.

Community Action Hinckley & Bosworth

- Lead and deliver the Community development /cohesion work
- Retain existing Trustee Board and charitable status
- Develop positive partnerships with a range of agencies both statutory and VCS.

Partnership Work
Develop Terms &
Conditions & Deliver
VCS VOICE FORUM

New Locality Commissioning Board for the VCS

Community Board made up of:
VCS managers / Representatives
Statutory Link Officer /s
Volunteers of VCS
Beneficiaries of VCS services

Aims & Objectives:
Map VCS organisations and services offered for the purpose of collaborative working /partnerships/ HBBC planning.
Voice of the VCS / Compact
Pool expertise, knowledge, resources.
Strengthen VCS / HBBC Partnerships
Accountability of commissions/grants

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EXECUTIVE – 30 JANUARY 2013

REPORT OF CHIEF OFFICER (HOUSING, COMMUNITY SAFETY AND PARTNERSHIPS)

RE: COMMUNITY HOUSES AND NEIGHBOURHOOD MANAGEMENT

WARDS AFFECTED: PRIORITY NEIGHBOURHOODS OF EARL SHILTON, BARWELL, BURBAGE ST CATHERINE'S, HINCKLEY TRINITY, HINCKLEY WESTFIELDS

1. PURPOSE OF REPORT

- To update members on the current arrangements for delivery of neighbourhood management provision including associated service provision via our community houses
- To seek support for the growth funds required to be funded from HRA, to support the ongoing delivery and development of neighbourhood management arrangements across all three community houses.

2. RECOMMENDATIONS

- (i) That the approach proposed be adopted
- (ii) That the agreed growth be funded from the HRA
- (iii) From this HRA fund, £32,000 to be ring fenced for delivery of services for Wykin Community House, via a SLA with CAHB
- (iv) The development fund arising from savings in the General Fund be ring-fenced as a community development fund and transferred to Hinckley and Bosworth VCS Community Hub Commissioning Board.

3. BACKGROUND TO THE REPORT

- 3.1. In October 2010 a report was bought to SLB regarding Neighbourhood Management arrangements and an agreement reached to support a transitional model for 2011/12 which would enable further work to take place towards a sustainable approach for the delivery of neighbourhood management from April 2012.
- 3.2. Part of the agreed transitional arrangements concerned the Community Houses and it was agreed that the Barwell Community house, whose funding ended on 31st March 2011, would be funded for a further year.
- 3.3. Included in the transitional arrangements were proposals to transfer one of the Community houses into the voluntary/community sector. This proposed transfer was reflected in the preliminary budget discussions, where savings of £27,000 (the costs associated with Wykin Community House), were required for 2012/13.
- 3.4. However, as set out in a further SLB report in November 2011, the setting up and establishment of the Social Enterprise Organisation during 2011, and the anticipated transfer of one of the community houses to the S.E. by April 2012, would be delayed, owing to the legal and financial complexities and associated risks, which would need considerable time to work through.
- 3.5. Therefore, the savings of £27,000 for 2012/13 could not be realised through this arrangement, and were subsequently met as follows:
 - o Cost reduction to £21,240 due to savings on staff made through the SLA with Community Action Hinckley and Bosworth, for delivery of the services for the Wykin Community House

- Through savings made across all three community houses, an additional £16,680 was identified and carried forward into 2012/13
 - The remaining shortfall of £4,560 through a contribution from the HRA
- 3.6. The above funding arrangements, paragraph 3.5., were one off savings to be used to support the community houses for one year only during 2012/13.

4. **CURRENT POSITION**

- 4.1. Performance across all three Community Houses has continued to show success, including management and delivery of the Wykin Community House, (delivered via a SLA with CAHB), which has gone from strength to strength in terms of community engagement and ownership of community activity.
- 4.2. However, owing to the ongoing ill health of the lead officer for the Social Enterprise Organisation, this has not been realised during 2012, and during October 2012 the officer concerned made a decision to permanently withdraw from the position for ill health reasons.
- 4.3. The setting up of the Social Enterprise Organisation is now subject to a longer term plan, outlined in a separate report, which should be considered in conjunction with this report, setting out a proposal for the establishment of a Hinckley & Bosworth Voluntary and Community Sector Hub.
- 4.4. Going forward there is no provision in the base budget for the Wykin Community House. Furthermore, there are no development funds to enable the well placed community houses to further embrace the evolving strategic agendas; for example, supporting vulnerable communities, including, the Leicestershire Families programme, Localism agenda, etc.
- 4.5. It is proposed, therefore, that 50% of the costs of each of the Community Houses is off set by income from the HRA, which equates to £72,500.
- 4.6. From this HRA fund, £32,000 to be ring fenced for delivery of services for Wykin Community House, via a SLA with CAHB. **N.B.** The allocation of funding to CAHB will be subject to the requirements set out under Financial Implications paragraph 6.4.
- 4.7. The subsequent savings from the General Fund, £40,500, to be ring-fenced as a community development fund and transferred to Hinckley and Bosworth VCS Community Hub Commissioning Board. **N.B.** This proposal should be considered in conjunction with a separate report, setting out a proposal for the establishment of a Hinckley and Bosworth VCS Hub.
- 4.8. The overall management responsibility for the Community Houses will be retained by HBBC.

5. **Recommendations**

- 5.1. That the approach proposed be adopted
- 5.2. The growth funds are met by income from the HRA, to meet 50% of the costs of each Community House
- 5.3. From this HRA fund, £32,000 to be ring fenced for delivery of services for Wykin Community House, via a SLA with CAHB, subject to the requirements set out under Financial Implications paragraph 6.4.

- 5.4. The development fund arising from savings in the General Fund are ring fenced as a development fund and transferred to the Hinckley and Bosworth VCS Community Hub Commissioning Board

6. **FINANCIAL IMPLICATIONS (KB)**

- 6.1. As at October 2012, the Housing Revenue Account was forecasting a surplus of £261,210 at year end. This would increase the Housing Revenue Account balance to around £2million. In addition to this, the flexibilities under self financing will allow the Council to create a "Regeneration Reserve" and a transfer of £2.8million to this reserve was approved by Council in September 2012.
- 6.2. On the basis of the fund available, there is adequate resource within the HRA to fund the £72,500 recommended in the report. That said, a consultation on spending on the HRA under self financing is due to be issued in January 2013. This will examine the appetite for community initiatives such as Community Houses in addition to prospects for capital projects and new build. Following conclusion of this process and decisions on future spend, the availability of HRA balances will be reviewed for the period of the HRA Business Plan. This funding request should be considered in conjunction with this process.
- 6.3. Funding for the Community Houses from the HRA is permitted under the HRA ring fence, on the basis that the property is within the HRA and the provision serves Council tenants.
- 6.4. **N.B.** The allocation of funding for 2013/14 to Community Action Hinckley and Bosworth will be confirmed following a full review of the organisations financial standing and forecasts. This will be obtained through a review of CAHB's 2011/12 accounts and pending issue of a "going concern" conclusion from the organisations external auditors.

7. **LEGAL IMPLICATIONS (LH)**

None arising directly from this report.

8. **CORPORATE PLAN IMPLICATIONS**

The contents of the report relate to and support the following strategic aims:

- Cleaner and Greener Neighbourhoods
- Safer and Healthier Borough
- Strong and distinctive communities

9. **CONSULTATION**

This report has taken account the ongoing consultation undertaken by the community houses, to inform community priorities.

10. **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
Reputational risk should Community Houses close, and impact on ASB and associated factors	Funding arrangements agreed from HRA for 2013/14	Sharon Stacey

11. **KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS**
Positive contribution to the community if all three community houses are sustained and services enhanced in 2013/14.
12. **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: None

Contact Officer: Edwina Grant, ext 5629
Executive Member: Cllr David Bill

EXECUTIVE – 30 JANUARY 2013

RE: TENANT SCRUTINY PANEL
REPORT OF DEPUTY CHIEF EXECUTIVE – COMMUNITY
DIRECTION

WARDS AFFECTED: ALL WARDS



1.0 PURPOSE OF REPORT

- 1.1 To propose to members a framework for a tenant scrutiny panel within the council.

2.0 RECOMMENDATION

- 2.1 That members note the contents of this report and support the proposed framework for introduction of a tenant scrutiny panel within the council.
- 2.2 That members consider the requested changes to the framework by tenants detailed in Section 5 of this report.

3.0 BACKGROUND

- 3.1 Under the Localism Act, responsibility for social housing regulation passed to the Homes and Communities Agency (HCA) Regulation Committee from 1st April 2012. Prior to 1st April 2012, the regulator was the Tenant Services Authority.
- 3.2 Tenant Involvement and Empowerment is one of the consumer standards set out in the Regulatory Framework for Social Housing in England clearly stating that registered providers shall ensure that tenants are given a wide range of opportunities to influence and be involved in: the scrutiny of their landlord's performance and the making of recommendations to their landlord about how performance might be improved.
- 3.3 Housing providers' boards and councillors are responsible for ensuring their organisation meets the consumer standards. The regulator's role is limited to setting the consumer standards and intervening only where failure of the standard could lead to risk of serious harm to tenants (the 'serious detriment test')
- 3.4 The co-regulatory principles underpin the regulatory approach. One of the key principles of co-regulation is: **Tenants should have opportunities to shape service delivery and to hold the responsible boards and councillors to account.**
- 3.5 A Tenant Scrutiny Panel is one function that would enable the council to meet the regulatory standards set out above. At a Tenant Scrutiny workshop held in September 2012 tenants confirmed that a Tenant Scrutiny Panel is their preferred choice.

4.0 TENANT SCRUTINY PANEL :

4.1 Aims and Objectives of the Tenant Scrutiny Panel:

- To operate on behalf of tenants and residents, to ensure that the council provides council housing services that meet tenants/residents' needs
- To review and improve council housing services
- To enable tenants to evaluate council housing service performance and procedures and liaise with service areas
- Make recommendations to senior managers and councillors on how housing services and policy can be improved

4.2 Role of the Tenant Scrutiny Panel:

- Prioritise and oversee tenant led scrutiny activities
- Formulate an annual scrutiny programme that does not duplicate activity and has the benefits of all tenants and residents at its core
- Collect evidence to enable council housing services to be scrutinised
- Analyse evidence
- Make recommendations for council housing service and policy improvements
- Report recommendations to senior management and councillors
- Monitor and review agreed action plans
- Ensure that the work of the scrutiny panel is communicated to all tenants and encourage them to get involved
- The remit of the Tenant Scrutiny Panel will be to consider council housing service performance and procedure
- Raising the awareness of good practice and celebrate successes

4.3 Tenant Scrutiny Process

See attached Appendix A which details a proposed Tenant Scrutiny process map.

4.4 Equality and Diversity

The Scrutiny Panel will work for the benefit of all individual tenants and residents and will strive to ensure that no group or individual will be disadvantaged as a consequence of its activities. All members of the panel must undertake mandatory Equality and Diversity training.

4.5 Membership of Group

- There will be between 8-10 panel members
- Members will be Hinckley & Bosworth Council Housing Tenants
- Memberships will ensure geographical representation from across the Borough.
- Membership will be representative of the profile of tenants.
- One place out of the 8-10 places will be reserved for a tenant representative from another housing provider
- The chair and vice-chair will be elected by the tenant panel members

4.6 Recruitment and Succession

Individuals will be recruited to the panel via an independent panel / voluntary agency. This panel will be independent of other tenant volunteers and officers of the council. Individuals will be assessed against an agreed person specification and job role.

The recruitment processes will be proactive and will emphasise this as a development opportunity for the individual, for example to increase employability skills, as well as an opportunity to improve and shape council housing services. Recruitment will be ongoing to ensure succession planning.

Panel members will be asked to commit themselves to a minimum 2 years service. At the end of the two years members will stand down. Members who step down at the end of their term of office may be re-selected but will be considered alongside other suitable applicants through the selection and interview process.

A probationary period of 6 months will be put in place for new panel members and at the end of the probationary period a review will take place which we will look to deliver via the voluntary recruiting body.

4.7 Work programme

The Tenant Scrutiny Panel will develop an annual programme of scrutiny work which will be reviewed annually. The priority areas for review will be set from reviewing evidence including:

- Customer satisfaction surveys
- Complaints
- Reports from service improvement groups
- Issues raised by groups representing residents
- Tenant Inspection findings
- Performance against Local Offers
- Key Performance Indicators

The work programme will be communicated to and agreed by Executive. The scrutiny topic and its associated timescales and expectations will be communicated to relevant staff teams.

When setting the work programme due regard will be given to the work programme of internal audit and Council Scrutiny so as to avoid duplication.

The scrutiny panel will scrutinise services and policy and not individuals. Any queries relating to individual employees will be referred to and dealt with via HBBC internal procedures not by the scrutiny panel.

4.8 Accountability to tenants

The minutes and all reports of the panel will be made available on the council's web site and to any tenant on request.

4.9 Accountability to/from tenant scrutiny panel to Council

In the event of the Scrutiny Panel being dissatisfied with the support and response of officers of the council, the Scrutiny Panel may write to the Deputy Chief Executive (Community Direction). The Deputy Chief Executive will take account of the concerns and meet with the Scrutiny Panel at a mutually convenient date within 28 days where they will provide Scrutiny Panel with a response. If the Scrutiny Panel remains dissatisfied it may take its concerns to the Regulator (Homes and Communities Agency).

In the event of the council having concerns about Tenant Scrutiny Panel compliance with the Terms of Reference or Code of Conduct, representatives from the council will meet with the Tenant Scrutiny Panel at the Scrutiny Panel's next scheduled meeting to raise these concerns and establish a joint agreement to ensure compliance. In urgent cases of non compliance with the code of conduct representatives from the council may call an emergency meeting to discuss these concerns with panel members.

Disciplinary procedures for dealing with non compliance of terms of reference and code of conduct will be put in place.

4.10 Training

New members will undergo an appropriate induction programme. A training programme will be developed based on skills and knowledge needed for effective scrutiny. This training plan will be reviewed on an annual basis.

4.11 Budget

Part of the tenant participation budget will be allocated to support tenant scrutiny activities. The Tenant scrutiny panel will be responsible for meeting all costs associated with tenant scrutiny panel activities via this budget including training, promotion and admin. Panel members are required to utilise their budget in accordance with HBBC procedures.

4.12 Evaluation of Scrutiny Panel Activities

The scrutiny panel will provide an annual report to Council detailing achievements, outcomes and value for money for tenants of the borough achieved from scrutiny panel activities.

4.13 Data Protection

The information provided to the panel will be supplied at a level that is compliant with the Data Protection Act.

5.0 TENANT CONSULTATION AND RECOMMENDATIONS

On consulting with the Tenant Advisory Panel on the content of this report and the proposed framework the tenants feel strongly that in order for the scrutiny process to remain independent the scrutiny work plan would not need

approval by Executive. Tenants would therefore want to take out the words 'agreed by' in Step 3 of Appendix A and in section 4.7 of this report.

6.0 NEXT STEPS

On agreement of the tenant panel framework proposed in this report a Terms of Reference and a Code of Conduct will be written based on the contents of this report. The Terms of Reference and Code of Conduct will then be put forward to Executive for their approval.

Once established the Tenant Scrutiny Panel will be reviewed after 12 months to ensure its effectiveness

7.0 ASSET MANAGEMENT IMPLICATIONS

- 7.1 No implications have been identified

8.0 FINANCIAL IMPLICATIONS (KB)

- 8.1 Part of the tenant participation budget will be allocated to support tenant scrutiny activities. The Tenant scrutiny panel will be responsible for meeting all costs associated with tenant scrutiny panel activities via this budget including training, promotion and admin. Panel members are required to utilise their budget in accordance with HBBC procedures. In order to ensure transparency of these costs, a new cost centre should be set up for these costs and the budget approved through a virement process.
- 8.2 Any financing or operational decisions identified by the Panel will be evaluated and considered for affordability and financial sustainability through the Housing Revenue Account Business Plan.

9.0 LEGAL IMPLICATIONS (AB)

- 9.1 Under the Localism Act, responsibility for social housing regulation passes to the Homes and Communities Agency (HCA) Regulation Committee from 1 April 2012.
- 9.2 The Regulatory Framework for Social Housing in England April 2012 issued by the HCA implements the amendments to the Housing and Regeneration Act 2008 introduced by the Localism Act 2011 and the Secretary of State's directions on specific standards.
- 9.3 There is a specific expectation within the Framework that registered providers will support the formation and activities of Tenant Panels.
- 9.4 Once set up the Tenant Scrutiny Panel is likely to be in receipt of personal information regarding tenants from the Council. Any release of such information will need to be compliant with the Data Protection Act and this should be governed through the Terms of Reference and Code of Conduct.

10.0 CORPORATE PLAN IMPLICATIONS

- 10.1 The tenant scrutiny panel would contribute to delivery of the corporate plan aims:

- Strong and distinctive communities
- Decent, well managed and affordable housing

11.0 CONSULTATION

- 11.1 A consultation event involving tenants, partners, stakeholders, members, officers and senior management was held in September 2012 and this consultation has been used to put together the Tenant Scrutiny Panel framework detailed within this report.

12.0 RISK IMPLICATIONS

- 12.1 There is a reputational risk to the Council if we do not respond to the Tenant Involvement and Empowerment Standard within the Regulations for Social Housing in England April 2012.

Management of significant (Net Red) Risks		
Risk Description	Mitigating actions	Owner
Managing/meeting expectations of tenants.	Ensure tenants on the panel have a full understanding on where expectations may not be met e.g. where recommendations may not fit with political agenda.	RB
Capacity/resource issues for officers by potential increased workload from Scrutiny Panel requests	Scrutiny work plan submitted annually to enable resource capacity planning	RB
Culture change – scrutinised by tenant body	Full training for officers on the tenant scrutiny processes, the reasons and benefits of tenants scrutiny	RB

13.0 KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

- 13.1 See Section 4.4 of this report

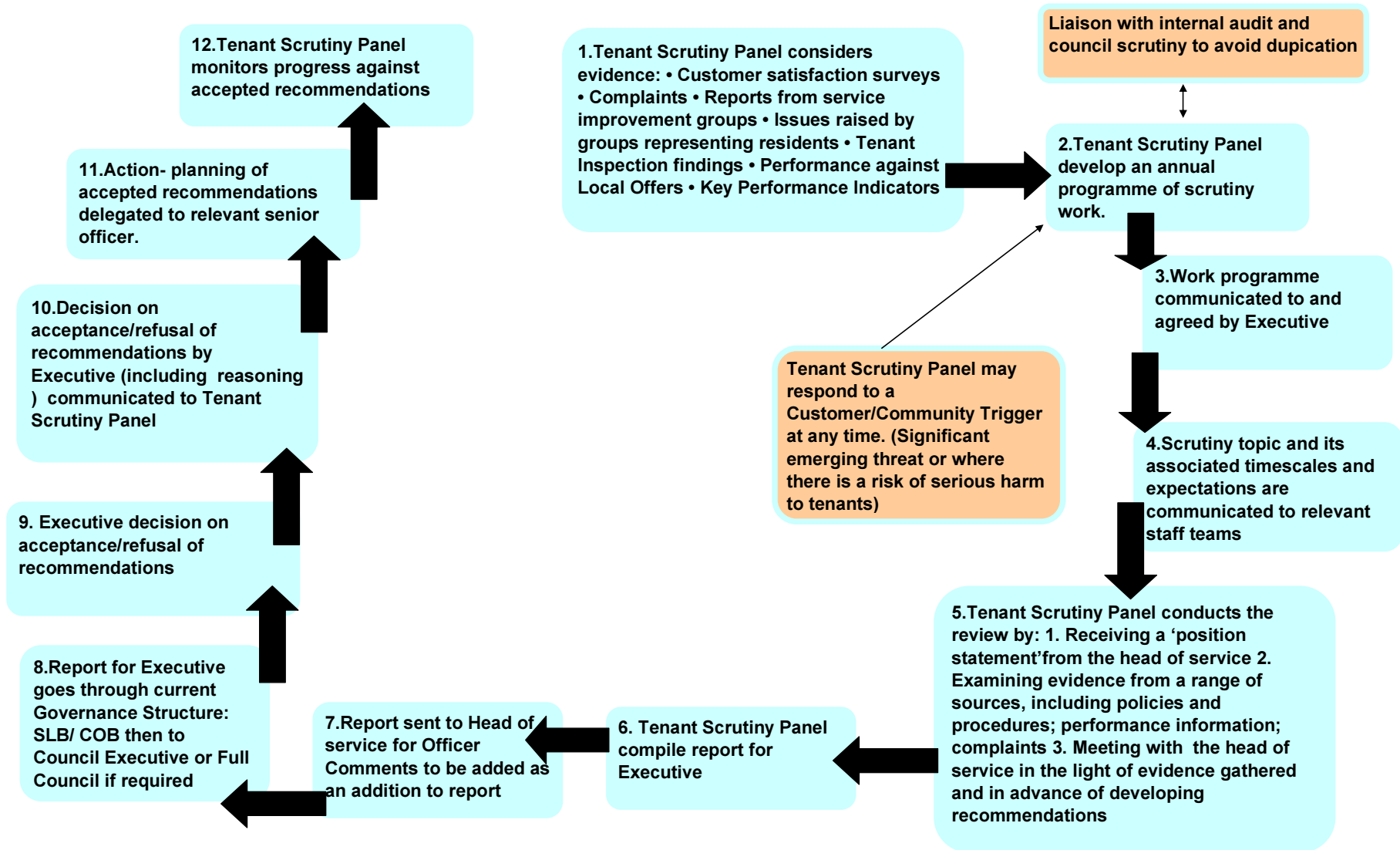
14.0 CORPORATE IMPLICATIONS

- 14.1 Subsequent recommendations arising from the Scrutiny Panel and endorsed through Executive Committee, may require a reconfiguration of existing resources, and/or additional resources.

Contact Officer: Rachel Burgess Ext. 5798

Lead Executive Member: Cllr Michael Mullaney

APPENDIX A



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EXECUTIVE– 30 JANUARY 2013

REPORT OF THE DEPUTY CHIEF EXECUTIVE (CORPORATE DIRECTION)

RE HOUSING REVENUE ACCOUNT RENT SETTING 2013/14

1. PURPOSE OF REPORT

- 1.1 To inform Executive of the proposed rent levels for 2013/14 .

2. RECOMMENDATIONS

- 2.1 That Executive endorse the proposed rent increase of 5.49% for 2013/14.

3. BACKGROUND

- 3.1 The Council, as landlord to properties within the Housing Revenue Account is required to review rent levels and advise tenants of their rent for the forthcoming year ahead as part of the budget setting process.
- 3.2 As part of the previous Housing Subsidy regime, rents were calculated on the basis of an annual determination issued by the Department of Communities of Local Government. The methodology included in this determination was highly prescriptive and offered little flexibility for landlords in setting rent levels.
- 3.3 One of the key objectives of rent setting under the Housing Subsidy regime was to ensure that the rents payable by Council tenants were brought into line with those paid by tenants of other Social Landlords (target rent) by a set date. This concept is known as “convergence”. Based on rental forecasts, this expected to be achieved by 2015/16.
- 3.4 Under self financing, Council landlords have been granted additional flexibility in setting rent levels and rent determinations are no longer published to prescribe the process. That said, the principle of rental convergence still applies under self financing and the Housing Revenue Account Business Plan for this Council continues to be based on a convergence date of 2015/16.
- 3.5 In order to achieve the objective of convergence, the proposed rent for 2013/14 has been calculated using the same principles as previously adopted. In applying this, a blanket increase of RPI + ½% (Retail Price Index) has been calculated, where RPI is 2.6%. In addition, the proposed rent has been increased by a proportion of the difference between the inflated rent and the target rent for the property. This proportion is based on the number of years to convergence (3 years).
- 3.6 In order to ensure that rents are not increased excessively, the previous rental formula included rental constraint devices (known as caps and limits). The cap dictates the total amount that can be charged for each property based on the number of bedrooms. In addition, the limit states that no tenants’ rent can be increased by more than RPI + 0.5% + £2 year on year. Whilst these limits are no longer mandated, the proposed rental calculation has retained these principles to prevent against disproportionate rental increases.

- 3.7 Based on this calculation, the average rental increase for this Council for 2013/14 has been calculated at **5.49%**. This is materially in line with the Councils Housing Revenue Account 30 year Business Plan prepared by the Chartered Institute of Housing which forecast a rental increase of 5.5% for the forthcoming year. After factoring in void losses of 2%, this increase will generate forecast rental income of £ 12,230,635 in 2013/14 (5.36%).
- 3.8 The proposed rental increases will result in an average increase of £3.69 per week. Because of the nature of the average calculation, a number of properties (2,428 in total) will see rental increases of over 5.49%. The largest calculated rental increase is 7.82% which, for those properties impacted, equates to £3.32 per week.
- 3.9 Under self financing, Council landlords have the flexibility to set rent levels based on local needs. The following table details the forecast rent levels at various percentage changes:

	2012/13 Rent (£)	Proposed rent (£)	3.40% Increase (£)	4.40% Increase (£)	6.40% Increase (£)
Total rent	11,845,153	12,480,240	12,247,888	12,366,340	12,603,243
Void Loss	236,903	249,605	244,958	247,327	252,065
Forecast rent	11,608,250	12,230,635	12,002,931	12,119,013	12,351,178
Increase (after void loss)		5.36%	3.40%	4.40%	6.40%
Additional income		0	-227,704	-111,622	120,543

- 3.10 Based on the table above, if this Council was to increase rent by 3.4%, £227,704 less income would be available for the Housing Revenue Account. Likewise if rent was to increase by 6.4%, an additional £120,543 of rent would be generated. Under the self financing regime, the sustainability of the Housing Revenue Account is imperative to ensure management of the buy out debt and also to ensure sufficient resources for investment in properties. If this Council was to opt for a lower rent then that proposed, rental convergence will not be achieved by the desired timescale.

3 FINANCIAL IMPLICATIONS (KB)

These are contained in the report

4 LEGAL IMPLICATIONS (AB)

The Housing Act 1985 s103 provides that when varying the terms of a periodic tenancy notice must be served on the tenants at least four weeks prior to implementing the change.

5 CORPORATE PLAN IMPLICATIONS

This report contributes to the achievement of the following Corporate Plan Priorities:

- Improve the quality of residents' homes
- Provide accommodation which is affordable in the Borough

6 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:

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

8. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

There are none.

9. CORPORATE IMPLICATIONS

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

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

Background Papers: Rent Setting Model
 HRA 30 Year Business Plan

Author: Katherine Bennett (Head of Finance) ext 5609

Executive Member: Councillor KWP Lynch
 Councillor MT Mullaney

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EXECUTIVE– 30 JANUARY 2013

REPORT OF DEPUTY CHIEF EXECUTIVE (CORPORATE DIRECTION)

RE: NATIONAL NON DOMESTIC RATES BASELINE 2013/14

1. PURPOSE OF REPORT

- 1.1 To inform Executive of the new approval requirements for the National Non Domestic Rates (NNDR) baseline and to gain approval of the NNDR1 form for 2013/14.

2. RECOMMENDATION

- 2.1 That Executive note the new requirements for approval of the NNDR1 form
- 2.2 To agree the proposed NNDR1 return for 2013/14

3. BACKGROUND TO THE REPORT

- 3.1 On 18 July 2011, the Department for Communities and Local Government (DCLG) published proposals for business rates retention, as part of the Local Government Resource Review. From 2013/14, billing authorities will pay over 50% of collected business rates to the DCLG to be returned as Revenue Support Grant (RSG). The remaining 50% will split between the billing authority (80%) and the precepting authorities (20%).
- 3.2 Currently each year, billing authorities provide details of expected business rates income for the following year on a NNDR1 form. Until 2013/14, this information has been submitted to the DCLG and used for budget setting purposes only. Section 59A of the Local Government Finance Act 1988, as amended by Section 1 of the Local Government Finance Act 2012 now makes it obligatory for this form to be formally approved through the same authority as the annual Council Tax base and communicated to precepting authorities by 31st January each year.
- 3.3 The proposed NNDR1 form has been attached in Appendix 1 and following approval will be authorized by the Deputy Chief Executive (Corporate Direction) as s151 officer before being submitted to precepting authorities and the DCLG. At the time of writing this paper, guidance on disclosure of appeals was being reviewed by all Leicestershire Districts. Any amendments to the proposed form will be communicated verbally to Executive.
- 3.4 The key assumptions and information used for this form are detailed below:
- *Rateable value:* In line with government guidance, the baseline is derived using the total “rateable value” of properties as at 30th September 2012. This provided by the Valuation Office and for this Council was £69,954,928

- *Reliefs*: The total rateable value is then adjusted to take into account the level of reliefs that will be provided for organizations such as charities and small businesses, as well as those properties that are empty. Following these adjustments, the net level of income has been calculated as £28,229,119.97. This represents the “gross rates yield”
- *Cost of /losses in collection*: A 1% loss in collection has been used. This is consistent with previous years assumptions and actual collection performance.
- *Enterprise Zone income*: The Council has reflected the rates due from the Enterprise Zone at MIRA. These are exempt from business rates retention
- *Appeals*: In order to allow for a prudent estimation, rates have been reduced by £1,250,000 for appeals. This is based on an average reduction of 5% in rateable value for those appeals that are currently in progress
- *Rate retention adjustments*: Given that the information for the NNDR1 is produced in September each year, an adjustment can be made to the form to reflect any movements in rateable value that are expected between 1st October 2012 and 30th September 2013. The movement of £ 1,325,205 represents large assessments that are expected during this period.

All assumptions have been reviewed by finance and compared to those of other Leicestershire Districts to ensure these are reasonable and consistent with the wider financial climate.

3.5 Based on the information above, the estimated business rates income to be collected by this Council in 2013/14 is as follows:

	%	£
Total forecast NNDR	100%	27,231,051
Amount of NNDR to be paid to central government	50%	13,615,525
Locally retained share	50%	13,615,526
Of which:		
Amount to be retained by Hinckley and Bosworth under the rates retention scheme	80%	10,892,420
Amount to be passed to Leicestershire County Council	18%	2,450,795
Amount to be passed to Fire/Police Authorities	2%	272,311

3.6 The accuracy of the information assumed in this form will be reviewed on a periodic basis as part of regular finance monitoring. At the year end, a NNDR3 form will be completed to reflect actual levels of business rates and any adjustments required to payment will made. The NNDR3 form is subject to certification by the Councils External Auditors.

4. **FINANCIAL IMPLICATIONS (KB)**

4.1 Based on the NNDR1 form produced, this Council is forecasting net NNDR rates under the business rates retention scheme of £27,231,051. Following approval of

this form, a payment schedule will be agreed with the DCLG and the major preceptors for payment of the required share.

- 4.2 As outlined in the Local Government Finance Act (2012), the retained business rates of this Council will be subject to a tariff set out in the 2013/14 Local Government Finance Settlement. Any growth over the set baseline will be subject to a “levy” payment which is paid using the same proportions indicated above. The settlement announced that a safety net threshold for all Councils of 7.5%. On this basis, this Council would need to loose £170,270 of Business Rates before a safety net payment will be made.
- 4.3 The results of the proposed NNDR1 forecasts are detailed below. Based on the proposed estimates, the Council would not achieve any growth in 2013/14 and therefore is not subject to levy payments. The level of losses is under that required for safety net payments and therefore will be funded from the Council’s “Business Rates Retention” reserve

Source		HBBC
		£
13/14 Settlement	Business Rates Baseline	10,901,238
13/14 Settlement	Funding Base Line	2,270,270
NNDR1	NNDR1 estimate	27,231,050
NNDR1	Central Share NNDR	13,615,525
NNDR1	Preceptors NNDR	2,723,105
NNDR1	HBBC Retained NNDR	10,892,420
13/14 Settlement	Set Tariff	-8,630,967
	Retained NNDR	2,261,453
	Baseline Funding	2,270,270
	Growth	-8,818

5. **LEGAL IMPLICATIONS (AB)**

Contained in the body of the Report

6. **CORPORATE PLAN IMPLICATIONS**

This report supports all aims of the Corporate Plan

7. **CONSULTATION**

None

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
That the Council has insufficient resources to meet its aspirations and cannot set a balanced budget	That the strategy is applied to produce a balanced budget and demands are matched to resources	S. Kohli

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

The budget process will impact on all areas of the Borough and all groups within the population

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: NNDR1 form

Contact Officer: Katherine Bennett (Head of Finance)

Executive Member: Cllr K Lynch



NATIONAL NON-DOMESTIC RATES RETURN 1 NNDR1 2013-14

Please e-mail to : nndr.statistics@communities.gsi.gov.uk

Please enter your details after checking that you have selected the correct authority name.

Please check the figures shown in the cells with a blue border and enter your own figures if you disagree with those suggested.

A provisional version of the form should be returned to the Department for Communities and Local Government by
Monday 7 January 2013

The final version of this form, including a signed copy, must also be sent to the Department for Communities and Local Government by
Thursday 31 January 2013

Select your local authority's name from this list:

Hillingdon
Hinckley and Bosworth
Hornsham
Hounslow
Huntingdonshire
Hyndburn

Check that this is your authority :

Hinckley and Bosworth

Check that this is your E Code :

E2434

Local authority contact name :

Storme Coop

Telephone number of local authority contact :

01455 255 706

Fax number for local authority contact :

01455 619 853

E-mail address of local authority contact :

storme.coop@hinckley-bosworth.gov.uk

Ver 1.3

1. Number of hereditaments on the rating list on 30 September 2012		2,897
2. Aggregate rateable value on the rating list on 30 September 2012		£ 69,954,928
GROSS CALCULATED RATE YIELD		£
3. Enter line 2 x small business non-domestic rating multiplier (0.462)		32,319,176.74
MANDATORY RELIEFS		
Small business rate relief	£	
4. Additional yield generated to finance the small business rate relief scheme		525,301.40
5. Cost of small business rate relief for properties within billing authority area		1,972,894.62
6. Net cost of the small business rate relief (Line 5 minus Line 4)		1,447,593.22
7. Cost of relief to charities		1,453,939.32
8. Cost of relief to Community Amateur Sports Clubs		5,878.08
9. Cost of relief for rural general stores, post offices, public houses, petrol filling stations and food shops		12,034.03
10. Cost of relief for partly occupied premises		0.00
11. Cost of relief for empty premises		942,335.40
12. Total mandatory reliefs (Sum of lines 6 to 11)		3,861,780.05
DISCRETIONARY RELIEFS		
13. Cost of relief to charities		69,480.25
14. Cost of relief to non-profit making bodies		87,326.95
15. Cost of relief to Community Amateur Sports Clubs		1,469.52
16. Cost of relief for rural general stores, post offices, public houses, petrol filling stations and food shops		0.00
17. Cost of relief to other rural businesses		0.00
18. Other Section 47 reliefs (Localism Act discounts)		0.00
19. Total discretionary reliefs (Sum of lines 13 to 18)		158,276.72
20. Gross Rate Yield after reliefs (Line 3 minus lines 12 & 19)		28,299,119.97
21. Estimate of 'losses in collection'		282,991.20
22. Allowance for Cost of Collection		123,175.55
23. Special Authority Deductions - City of London Offset		0.00

NATIONAL NON-DOMESTIC RATES RETURN 1 2013-14		Hinckley and Bosworth
Ver 1.3		
Section 2		
Enterprise Zones		
24. Estimated level of discount to be awarded in 2013-14		£ 0.00
25. Estimated value of non-domestic rates in the Enterprise Zone area in 2013-14	874,882.50	
26. Enterprise Zone baseline	850,734.70	
27. Total estimated value of business rates to be retained in 2013-14 (Line 25 minus line 26)		24,147.80
New Development Deals		
28. Estimated value of non-domestic rates in the New Development Deals area in 2013-14	0.00	
29. New Development Deals baseline	0.00	
30. Total estimated value of business rates to be retained in 2013-14 (Line 28 minus line 29)		0.00
Renewable Energy Schemes		
31. Total estimated value of business rates to be retained in 2013-14		0.00
32. Net Rate Yield excluding transitional arrangements and rate retention (Line 20 minus the sum of lines 21 to 23, 27, 30 & 31)		27,868,805.42
Rate retention adjustments		
33. Estimate of the change in rateable value between 1 October 2012 and 30 September 2013		1,325,205.00
34. Estimate of the change in receipts as a result in the change in rateable value (line 33 times the multiplier)		612,244.71
	%	
This equates to a percentage change of	1.89	
35. Local authority's estimate of adjustment due to appeals		1,250,000.00
36. Net Rate Yield excluding transitional arrangements but after rate retention adjustments (Line 32 plus lines 34 and minus line 35)		27,231,050.00
Section 3		
Transitional arrangements		
37. Addition revenue received because reduction in rates have been deferred	9,852.14	
38. Revenue foregone because increase in rates have been deferred	18,591.63	
39. Net cost of transitional arrangements (Line 38 minus line 37)		8,739.49
40. Net Rate Yield after transitional arrangements and rate retention (Line 36 minus line 39)		27,222,311.00
NNDR Summary for : Hinckley and Bosworth		
These figures show the percentage shares of the NNDR you estimate your authority will collect in 2013-14. They are based on line 36. See the <i>Tier Split</i> tab for full information		
		£
Amount of NNDR to be paid to central government		13,615,525.00
Amount to be retained by Hinckley and Bosworth under the rates retention scheme		10,892,420.00
Amount to be passed to Leicestershire		2,450,795.00
Amount to be passed to Leicestershire Fire Authority		272,311.00
Certificate of Chief Financial Officer		
I certify that the entries in lines 3, 12, 19, 20, 36, 39 and 40 of this form are the best I can make on the information available to me and that the figures given in lines 1 and 2 used in the calculating the amount shown in lines 36 and 40 are, to the best of my knowledge and belief those shown in the rating list for my authority as at 30 September 2012, subject to any order made before 15 January 2013 under the Local Government Act 1972 implementing boundary changes. I also certify that the authority has made proper arrangements for securing efficiency and effectiveness in relation to the collection of non-domestic rates. I also certify to the best of my knowledge and belief that any amount included as legal costs in line 22 and discretionary relief in line 24 meet the conditions set out in the Non-Domestic Rating (Rates Retention) Regulations 2013.		
Chief Financial Officer :		
Date :		

Ver 1.3

EXECUTIVE – 30 JANUARY 2013

COUNCIL TAX BASE 2013/2014

REPORT OF DEPUTY CHIEF EXECUTIVE (CORPORATE DIRECTION)



Hinckley & Bosworth
Borough Council

A Borough to be proud of

WARDS AFFECTED: ALL WARDS

1. **PURPOSE OF REPORT**

- 1.1 The Local Government Finance Act 1992 requires that the calculation of the Council Tax Base for the financial year 2013/2014 is to be determined by no later than 31st January 2013. This is a necessary component in the setting of the 2013/2014 Council Tax.
- 1.2 The Local Authorities (Calculation of Tax Base) Regulations 2012 currently requires billing authorities to calculate the Council Tax base for the 2013/2014 financial year and this report is the result of this calculation.

2. **RECOMMENDATION**

- 2.1 That the Council Tax base for the whole and parts of the area for the year 2013/2014 be approved.
- 2.2 That in accordance with the Local Authorities (Calculation of Tax Base) England Regulations 2012 SI 2012/2914 the amounts calculated by Hinckley and Bosworth Borough Council as its tax base for the whole area for the year 2013/2014 shall be 34,351.2

and for the parts of the area listed below for the year 2013/2014 shall be:-

Special Expenses Area:	
Hinckley	9,449.7
Parish of:	
Bagworth	862.5
Barlestone	753.8
Barwell	2,502.3
Burbage	5,154.1
Cadeby	90.4
Carlton	148.0
Desford	1,421.4
Earl Shilton	2,894.2
Groby	2,547.9
Higham	243.5
Market Bosworth	871.4
Markfield	1,521.8
Nailstone	190.7
Newbold Verdon	915.6
Osbaston	95.8
Peckleton	458.3
Ratby	1,350.6

Shackerstone	382.7
Sheepy	486.5
Stanton-under-Bardon	203.4
Stoke Golding	630.2
Sutton Cheney	219.9
Twycross	337.9
Witherley	618.5

3. **BACKGROUND TO THE REPORT**

The Council Tax Base calculation for the financial year 2013/2014 has been carried out in accordance with the Local Authorities (Calculation of Council Tax Base) Regulations 1992 (as amended). Appendix A shows the actual number of Band D equivalent properties on the Council Tax database as at the 30th November 2012 for each Parish and Special Expense area.

- 3.1 A non-collection rate of 0.8% has been applied to allow for non collection and banding appeals. The adjusted figures for each Parish and Special Expense area are set out in Appendix B. The respective Council Tax base for each Parish and Special Expense area is used as a basis for charging Special Expenses and Parish Precepts to the Council Tax payers of the appropriate parts of the District. This has been increased by 0.5% from previous years to reflect the potential non collection of bad debt arising from the Local Council Tax Support Scheme. This movement is consistent with other Councils
- 3.2 The 2013/14 tax base calculation also takes into account changes to the current Class C and Class A council tax exemptions. With effect from 1st April 2013, the Class C (empty and vacant for up to 6 months) exemption and the Class A (requiring or undergoing major structural alteration or repair, for up to 12 months) exemption are to be abolished. They are to be replaced by discounts, the level of which is to be determined locally by the Local Authority.
- 3.3 As part of the 'Local Council Tax Support Scheme' the proposal with regard to the above discounts, will be to reduce the Class C discount to 100% relief for one month only, the Class A discount to be reduced to 50% for up to 12 months and to remove the 10% discount on second homes. The 2013/14 tax base shown in this report has been adjusted to take into account these proposed changes.
- 3.4 In addition to the above change, the replacement of Council Tax Benefit by the new Local Council Tax Support Scheme, which is effective from 1st April 2013, will also have an impact on the 2013/14 tax base. The new support scheme introduces new discounts into the council tax base calculation, which reduces the tax base significantly in comparison to previous years. The tables included in the appendices include the estimated numbers of new Council Tax Support Discounts based on 2012/13 Council Tax Benefit expenditure.
- 3.5 The Government has replaced Council Tax Benefit Subsidy with Council Tax Support grants but has reduced the level of funding by around 10% for 2013/14. The new grants are intended to pay for the new Council Tax Support Discounts.

4. **FINANCIAL IMPLICATIONS [KB]**

- 4.1 The Council Tax Base is a measure of the relative taxable capacity of the District. It is expressed as the equivalent number of Band D properties and for every £1 of Council Tax (Band D level) charged, the generated income will be equivalent to that of the Council Tax Base in pounds.

- 4.2 The reduction in the Council Tax Base created by the changes outlined above will have a financial impact on financing of the Council. To compensate for the loss, the Local Government Finance settlement for 2013/2014 includes allocation of a "Council Tax Support Grant" which will fund an element of the shortfall. The provisional allocation for this Council is £544,811.
- 4.3 The budget requirement of this Authority, and of its Precepting Authorities, that is to be met by the Council Tax levy is divided by the Council Tax Base figure to arrive at the level of Council Tax to be levied on a Band D property in order to generate that amount of Council Tax income. The actual levy on properties in other Bands being calculated on a pro-rata basis using the following ratios:
- | | |
|--------|----------------|
| Band A | 6/9 of Band D |
| Band B | 7/9 of Band D |
| Band C | 8/9 of Band D |
| Band D | 9/9 of Band D |
| Band E | 11/9 of Band D |
| Band F | 13/9 of Band D |
| Band G | 15/9 of Band D |
| Band H | 18/9 of Band D |
- 4.4 Where the precept relates to only part of the District (i.e. Parish Precepts and Special Expenses) the appropriate Council Tax Base of the part (as shown in Appendix 2) is used. Accordingly, all Precepting Authorities will be informed of their appropriate Council Tax Base for 2013/2014 once the Council Tax Base has been determined.

5. **LEGAL IMPLICATIONS**

As contained within the body of the report.

6. **CORPORATE PLAN IMPLICATIONS**

None arising directly from this report.

7. **CONSULTATION**

None arising directly from this report.

8. **RISK IMPLICATIONS**

None arising directly from this report.

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

None arising directly from this report.

10. **CORPORATE IMPLICATIONS**

None arising directly from this report.

Background papers: The Local Authorities (Calculations of Tax Base) Regulations 2012.
Council Tax Valuation List.
Contact Officer: Storme Coop (5706)
Executive Member: Councillor K Lynch

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	BAND	A	B	C	D	E	F	G	H	TOTAL
WHOLE AREA		3509.3	8659.9	7890.3	6074.1	4278.7	2625.8	1488.1	102.0	34628.2
HINCKLEY		1283.5	3,239.2	2,288.7	1,603.6	668.4	296.0	132.5	14.0	9525.9
BAGWORTH		59.4	156.0	137.9	157.4	172.1	143.2	41.5	2.0	869.5
BARLESTONE		90.8	289.0	143.7	119.9	69.4	33.1	14.0	0.0	759.9
BARWELL		544.8	943.5	517.9	311.3	123.2	53.4	28.4	0.0	2522.5
BURBAGE		334.7	833.3	1,165.7	1,128.5	906.6	575.8	243.1	8.0	5195.7
CADEBY		0.0	2.7	2.2	14.0	21.1	15.2	27.9	8.0	91.1
CARLTON		0.7	5.8	7.1	15.1	44.6	37.2	36.7	2.0	149.2
DESFORD		38.3	254.9	308.4	289.5	241.7	175.3	118.8	6.0	1432.9
EARL SHILTON		656.8	922.7	524.5	458.0	215.5	102.9	37.1	0.0	2917.5
GROBY		71.9	452.0	861.0	446.3	524.4	179.0	31.8	2.0	2568.4
HIGHAM		4.8	52.1	74.2	32.3	26.9	15.9	33.8	5.5	245.5
MARKET BOSWORTH		15.4	72.8	166.0	131.4	181.5	182.9	122.9	5.5	878.4
MARKFIELD		98.3	344.6	453.3	270.3	209.8	97.7	54.6	5.5	1534.1
NAILSTONE		4.1	41.7	23.5	29.5	39.5	28.5	25.4	0.0	192.2
NEWBOLD VERDON		101.7	349.7	185.5	141.6	81.1	52.7	6.7	4.0	923.0
OSBASTON		16.6	19.1	3.3	7.8	15.3	7.2	21.3	6.0	96.6
PECKLETON		3.5	35.5	98.2	59.2	61.8	126.4	75.4	2.0	462.0
RATBY		122.2	405.8	443.3	201.8	131.9	34.1	22.4	0.0	1361.5
SHACKERSTONE		4.6	20.8	50.2	66.6	106.3	76.2	57.1	4.0	385.8
SHEEPY		8.2	30.0	53.3	119.2	80.2	82.6	105.4	11.5	490.4
STANTON-U-BARDON		23.6	51.3	61.0	34.0	15.3	11.9	7.9	0.0	205.0
STOKE GOLDING		9.6	57.1	182.2	183.2	99.0	57.9	46.3	0.0	635.3
SUTTON CHENEY		4.2	12.6	50.0	24.2	46.3	41.4	35.0	8.0	221.7
TWYCROSS		7.9	26.4	28.6	46.4	74.0	74.8	82.5	0.0	340.6
WITHERLEY		3.7	41.3	60.6	183.0	122.8	124.5	79.6	8.0	623.5
		3509.3	8659.9	7890.3	6074.1	4278.7	2625.8	1488.1	102.0	34628.2
NON-COLLECTION RATE 0.80%		28.1	69.3	63.1	48.6	34.2	21.0	11.9	0.8	277.0
COUNCIL TAX BASE		3481.2	8590.6	7827.2	6025.5	4244.5	2604.8	1476.2	101.2	34351.2

	BAND D EQUIVALENT A	Non-Collection 0.80% B	LOCAL TAX BASE (A-B=C) C
WHOLE AREA	34628.2	277.0	34351.2
Special Expense Area:			
HINCKLEY	9,525.9	76.2	9449.7
Parish of:			
BAGWORTH	869.5	7.0	862.5
BARLESTONE	759.9	6.1	753.8
BARWELL	2,522.5	20.2	2502.3
BURBAGE	5,195.7	41.6	5154.1
CADEBY	91.1	0.7	90.4
CARLTON	149.2	1.2	148.0
DESFORD	1,432.9	11.5	1421.4
EARL SHILTON	2,917.5	23.3	2894.2
GROBY	2,568.4	20.5	2547.9
HIGHAM	245.5	2.0	243.5
MARKET BOSWORTH	878.4	7.0	871.4
MARKFIELD	1,534.1	12.3	1521.8
NAILSTONE	192.2	1.5	190.7
NEWBOLD VERDON	923.0	7.4	915.6
OSBASTON	96.6	0.8	95.8
PECKLETON	462.0	3.7	458.3
RATBY	1,361.5	10.9	1350.6
SHACKERSTONE	385.8	3.1	382.7
SHEEPY	490.4	3.9	486.5
STANTON-U-BARDON	205.0	1.6	203.4
STOKE GOLDING	635.3	5.1	630.2
SUTTON CHENEY	221.7	1.8	219.9
TWYCROSS	340.6	2.7	337.9
WITHERLEY	623.5	5.0	618.5

FIGURES REPRESENT NUMBERS OF PROPERTIES, NOT £ POUNDS