

MINUTES of a meeting of the CABINET held in the Board Room, Council Offices, Coalville on TUESDAY, 16 JANUARY 2018

Present: Councillor R Blunt (Chairman)

Councillors R D Bayliss, T Gillard, T J Pendleton, N J Rushton and A V Smith MBE

In Attendance: Councillors R Adams, J Bridges, J Clarke, J G Coxon, J Geary, G Houlton, R Johnson, J Legrys, S Sheahan and M Specht

Officers: Mr J Arnold, Ms T Ashe, Mr G Jones, Mr L Sebastian, Mrs B Smith and Mrs R Wallace

**85. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**86. DECLARATION OF INTERESTS**

There were no interests declared.

**87. PUBLIC QUESTION AND ANSWER SESSION**

There were no questions received.

**88. MINUTES**

Consideration was given to the minutes of the meeting held on 12 December 2017.

It was moved by Councillor R Blunt, seconded by Councillor A V Smith and

RESOLVED THAT:

The minutes of the meeting held on 12 December 2017 be approved and signed as a correct record.

**Reason for decision:** To comply with the Constitution.

**89. COUNCIL TAX BASE AND NON DOMESTIC RATING INCOME 2018/19**

The Corporate Portfolio Holder presented the report to Members.

He informed Members that the Local Government Finance Act 1992 required that the calculation of the Council Tax Base for the financial year 2018/19 be determined by no later than 31 January 2018.

He reported that for the first time, growth estimates in respect of the anticipated number of new homes for 2018/19 had been included in the council tax base for 2018/19 at parish level. This meant that there was a larger than average increase in the base for 2018/19 compared to 2017/18, and the Council along with parish and major preceptors, would receive the proportionate share of council tax collected in year, rather than a year in arrears.

He reminded Members of the decision taken in January 2017, that Town and Parish Council's would receive a 25 percent reduction in the Council Tax Support Grant next year and each year until 2020/21 when the grant was phased out.

In respect of business rates, the Council were required to provide details of estimated income for the following year to the Government by 31st January 2018 on a form called

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NNDR1 which was required to be formally approved. The form was completed by the Revenues and Benefits Partnership shortly before the 31st January deadline to ensure that the estimates were as up to date as possible. In light of the timing, it was recommended that delegated authority be given to the Deputy Section 151 Officer to approve and submit the form for 2018/19.

It was Moved by Councillor N J Rushton, seconded by Councillor A V Smith and

RESOLVED THAT:

- a) The calculation of the Council Tax Base for each Parish and Special Expense Area for the financial year 2018/19, as shown in appendix two, be approved and adopted.
- b) In accordance with the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012 SI 2012/2914, the amount calculated by North West Leicestershire District Council as its Council Tax Base for the financial year 2018/19 shall be 32,852.
- c) The amounts of Council Tax Support Grant for each Town and Parish Council detailed within appendix three be noted.
- d) The authority to submit the calculations of non domestic rating income and other amounts required by the government by 31 January each year for the forthcoming financial year, be delegated to the Deputy Section 151 Officer.

**Reason for decision:** To determine the Council Tax Base for the 2018/19 financial year.

#### **90. AUTHORITY TO AWARD THE CONTRACT FOR REPLACEMENT OF HOUSING ICT SYSTEMS**

The Housing Portfolio Holder presented the report to Members.

He reported that as the four main ICT systems utilised by the housing service were coming to the end of their contractual agreements, an appraisal of the systems was undertaken by external consultants in 2017. A number of weaknesses were found with the current systems and it was recommended to procure a single system if it was possible to meet all of the requirements. It was proposed that the Competitive Dialogue Route for procurement commence in March 2018 with the contract awarded in August 2018.

It was moved by Councillor R D Bayliss, seconded by Councillor N J Rushton and

RESOLVED THAT:

The authority to procure and award a contract for replacement ICT systems for Housing be delegated to the Director of Housing in consultation with the Portfolio Holder.

**Reason for decision:** The level of expenditure in this contract exceeds the authority threshold in the Scheme of Delegation.

#### **91. MARLBOROUGH SQUARE REFURBISHMENT**

The Leader presented the report to Members.

He updated Members that officers had worked closely with the Leicestershire County Council, local businesses and other stakeholders to explore ideas and develop a concept plan. An option that satisfied the requirements of the project brief and the day to day operational needs of the square had been identified, which had received unanimous support by all.

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He reported that proposals created a high quality area of public space, with the existing free parking spaces to be relocated to other car parks. Subject to Cabinet approval, the project would commence immediately with a report returning to Cabinet in May 2018 seeking final approval for project implementation. He concluded by thanking the Urban Designer and the Head of Planning and Regeneration for the work undertaken on the proposed design as it was very good.

Councillor T J Pendleton commended officers as they had done a great job.

It was moved by Councillor R Blunt, seconded by Councillor T J Pendleton and

RESOLVED THAT:

- a) The progress made on the project be noted.
- b) The commissioning of detailed design and feasibility work (by LCC) to refurbish Marlborough Square to determine the actual costs associated with project implementation be approved.
- c) The concept plan that creates a new public space, new bus stops and a new taxi rank with a limited amount of short stay parking be approved.
- d) The intention to relocate existing free bays to other council car parks within the town centre be noted.
- e) The commencement of public consultation on the concept plan be approved.

**Reason for decision:** Cabinet approval is required to progress the project further.

## 92. GYPSY AND TRAVELLER NEEDS ASSESSMENT

The Regeneration and Planning Portfolio Holder presented the report to Members.

He reported that the adopted Local Plan Policy H7 set out the evidenced need for gypsy and traveller pitches, as well as travelling showpeoples' plots, during the plan period. That evidence dated back to a study in 2007 and as it was now considered out of date a new study had been commissioned. The new study had not been finalised at the time of the conclusion of the Local Plan examination in public hearings.

He informed Members that the up to date study had a significantly lower requirement for gypsies and traveller pitches than it was in the evidence that supported the local plan. That was predominantly due to the changed definition of travellers which was introduced in 2015. The change was still being challenged legally and until it was concluded, future steps were unclear.

It was moved by Councillor T J Pendleton, seconded by R D Bayliss and

RESOLVED THAT:

- a) The requirement within the supporting text to Policy H7 - provision for gypsies and travellers and travelling showpeople – of the adopted Local Plan be noted, that in order to meet identified need, the authority is committed to producing a Gypsy and Traveller Site Allocations Development Plan.
- b) The Leicester and Leicestershire Gypsy and Traveller Accommodation Assessment be noted.

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- c) It be confirmed that reasonable steps should be taken to ensure suitable and adequate provision is made to meet needs.

**Reason for decision:** To conform with Policy H7 and supporting text of the adopted Local Plan.

### 93. REVIEW OF SUPPLEMENTARY PLANNING DOCUMENTS

The Regeneration and Planning Portfolio Holder presented the report to Members.

He informed Members that in addition to the Local Plan, the Council had a number of Supplementary Planning Documents (SPD) which were produced to support various policies in the previous Local Plan. Following the adoption of the new Local Plan it was now necessary to consider whether it was appropriate to retain the SPDs, to review and replace with updated SPDs or to withdraw them.

He put forward an amendment to recommendations b and c to withdraw the deadline of 31 March as it was felt that it was unfair to put the pressure of a timescale onto the Parish Council's.

The recommendations, with the above amendments, were Moved by Councillor T J Pendleton, seconded by Councillor R Blunt and

RESOLVED THAT:

- a) The following Supplementary Planning Documents (SPD) be withdrawn with immediate effect:
- Play Area Design Guidance
  - Ashby Area Cycling Network Plan
  - Northern Parish Cycling Strategy
  - Telecommunications Guidance
  - Designing Out Crime
  - Lighting Schemes Guidance
  - Affordable Housing
  - Retail
- b) Long Whatton and Diseworth Parish Council be advised that it is considered that the Diseworth Village Design Statement should be reviewed and that if it is not, then the Council will withdraw it as a SPD.
- c) Appleby Magna Parish Council be advised that it is considered that the Appleby Magna Village Design Statement should be reviewed and that if it is not, then the Council will withdraw it as a SPD.
- d) The development guidelines SPD be formally withdrawn with immediate effect.
- e) The revised Ashby Cycling Network be adopted as SPD subject to legal advice.
- f) Consideration be given to publishing revised SPD in respect of play area design and affordable housing.
- g) The review of the Local Plan consider the need for additional SPD.

**Reason for decision:** To ensure that the Council, in determining planning applications, is using the most appropriate Supplementary Planning Documents.

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**94. DELEGATION AND COLLABORATION AGREEMENT IN RELATION TO THE LIGHTBULB PROGRAMME**

The Community Services Portfolio Holder presented the report to Members.

She reported that in June 2015 the officer who dealt with North West Leicestershire disabled facilities grants retired and therefore the Council agreed for Blaby District Council to deliver the grants through a services agreement. During this time the countrywide Lightbulb Partnership went live and North West Leicestershire transitioned to the Lightbulb model through an updated services agreement. The Lightbulb service provides a centralised management, performance and development 'hub' lead by one partner authority which ensures consistency and resilience across the County. Therefore it was proposed that the mandatory and discretionary aspects of the Disabled Facilities Grants function be delegated to the lead authority, Blaby District Council.

It was moved by Councillor A V Smith, seconded by Councillor R D Bayliss and

RESOLVED THAT:

The function of the provision of the Disabled Facilities Grants Service be delegated to Blaby District Council from 1 April 2018.

**Reason for decision:** The Lightbulb business case sets out the new integrated model for housing support which has been agreed across the County. The delivery of the disabled facilities programme is a mandatory function. Currently the Council's disabled facilities grants are administered by the Lightbulb team at Blaby District Council with North West Leicestershire still responsible for the mandatory function. This is covered by an agreement which is due to expire 31 March 2018. Delegation of the mandatory function to Blaby District Council will streamline processes further.

**95. CONTRACT AWARD FOR THE MATERIALS SUPPLY CHAIN TO SUPPORT THE HOUSING REPAIRS AND MAINTENANCE SERVICE**

The Housing Portfolio Holder presented the report to Members.

He reported that a procurement exercise had been completed for the provision of materials and equipment to enable the Housing Services In-house Repairs Team to deliver repairs and Maintenance services to Council homes. In order to award the contract with a view to a commencement date of 2 April 2018, it was proposed to delegate authority to award the contract to the Director of Housing in consultation with the Portfolio Holder.

It was moved by Councillor R D Bayliss, seconded by Councillor N J Rushton and

RESOLVED THAT:

The authority to award the contract for the materials supply chain to support the housing repairs and maintenance service to council homes be delegated to the Director of Housing in consultation with the Portfolio Holder.

**Reason for decision:** The level of expenditure on this contract exceeds the authority threshold in the Scheme of Delegation. To improve the Council's housing stock.

**96. EXCLUSION OF PRESS AND PUBLIC**

RESOLVED THAT:

In pursuance of Section 100A(4) of the Local Government Act 1972, the press and public  
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be excluded from the remainder of the meeting on the grounds that the business to be transacted involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Act and that the public interest in maintaining this exemption outweighs the public interest in disclosing the information.

**Reason for decision:** To enable the consideration of exempt information.

**97. ACQUISITION OF SITE IN CENTRAL COALVILLE FOR THE DEVELOPMENT OF AFFORDABLE HOUSING**

The Housing Portfolio Holder presented the report to Members.

He informed Members that in early 2017, the developers had the opportunity to purchase the site in Coalville, and approached the Council to discuss development opportunities through the receipt of Capital Funding Grant from the Homes and Communities Agency. He added that the site was prominent to the town centre and would complement the Council's ongoing work to regenerate Coalville.

Councillor T J Pendleton was pleased with the proposals, he believed it provided Coalville with much needed housing and allowed regeneration of the area.

Councillor N J Rushton commented that it was fantastic to be able to build more council homes and regenerate the area. He believed it was one of the best schemes he had seen to date and would be positively contributing to the Housing Revenue Account in the next 23 years.

Councillor R Blunt highlighted the link of this scheme to the Coalville project and the importance of regenerating a shutdown building in the town. He added that all sectors had come together to create this scheme and he was very proud of it.

It was moved by Councillor R D Bayliss, seconded by Councillor T J Pendleton and

RESOLVED THAT:

- a) The acquisition of the site as detailed in the report be approved and the authority to negotiate and complete the acquisition be delegated to the Director of Housing in consultation with the Portfolio Holder.
- b) Paragraphs 2.6 and 2.7 of the Council's Procedure Rules be waived to allow a direct award of the construction contract to the developers detailed in the report.
- c) The award of a contract with the developers detailed in the report to build 24 properties at the site in Central Coalville be approved and authority to negotiate and complete this contract be delegated to the Director of Housing in consultation with the Portfolio Holder.

**Reason for decision:** To take advantage of a development opportunity arising from the fact that the developers have control over the land and have obtained grant funding from the Homes and Communities Agency (HCA) for the construction of affordable homes for rent which offers a windfall opportunity to the Council to build 24 properties at a significant discount.

The meeting commenced at 5.00 pm

The Chairman closed the meeting at 5.30 pm

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