

Meeting	CABINET
Time/Day/Date	5.00 pm on Tuesday, 21 October 2014
Location	Board Room, Council Offices, Coalville
Officer to contact	Democratic Services (01530 454512)

All persons present are reminded that the meeting may be recorded and by attending this meeting you are giving your consent to being filmed and your image being used. You are kindly requested to make it known to the Chairman if you intend to film or record this meeting.

The Monitoring Officer would like to remind members that when they are considering whether the following items are exempt information under the relevant paragraph under part 1 of Schedule 12A of the Local Government Act 1972 they must have regard to the public interest test. This means that members must consider, for each item, whether the public interest in maintaining the exemption from disclosure outweighs the public interest in making the item available to the public.

AGENDA

PART A

Item	Pages
1. APOLOGIES FOR ABSENCE	
2. DECLARATION OF INTERESTS	
3. PUBLIC QUESTION AND ANSWER SESSION	
4. MINUTES	
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5. SUPERFAST BROADBAND	
Report of the Chief Executive Presented by the Business Portfolio Holder	11 - 18



6.	REDEVELOPMENT OF COALVILLE STRATEGIC SITE - THE PICK AND SHOVEL PUBLIC HOUSE	19 - 22
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7.	MEMORANDUM OF UNDERSTANDING RELATING TO OBJECTIVELY ASSESSED NEED FOR HOUSING	23 - 30
	Report of the Director of Services Presented by the Regeneration and Planning Portfolio Holder	
8.	REFUSE AND RECYCLING COLLECTIONS POLICY	31 - 52
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9.	SMALL COMMUNITY GRANTS	53 - 56
	Report of the Director of Services Presented by the Community Services Portfolio Holder	
10.	EXCLUSION OF PRESS AND PUBLIC	
	The officers consider that the press and public should be excluded during consideration of the following items in accordance with Section 100(a) of the Local Government Act 1972 as publicity would be likely to result in disclosure of exempt or confidential information.	
11.	EXEMPTION TO THE COUNCIL'S CONTRACT PROCEDURE RULES - WEB HOSTED CHOICE BASED LETTINGS SYSTEM	57 - 60
	Report of the Director of Housing Presented by the Housing Portfolio Holder	

MINUTES of a meeting of the CABINET held in the Board Room, Council Offices, Coalville on TUESDAY, 23 SEPTEMBER 2014

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 J Geary, R Johnson and T Neilson

Officers: Mr S Bambrick, Mr R Bowmer, Ms C E Fisher, Mrs C Hammond and Miss E Warhurst

34. APOLOGIES FOR ABSENCE

There were no apologies received.

35. DECLARATION OF INTERESTS

Councillor R Blunt declared a Disclosable Non-Pecuniary Interest in item 10, Leicestershire Planning Obligations Policy – Response to Consultation, as the previous holder of the planning portfolio at Leicestershire County Council and Disclosable Non-Pecuniary interest in item 14, Waste Recycling Credits update, as a Member of the Cabinet at Leicestershire County Council and would leave the meeting for the consideration of these items.

Councillor N J Rushton declared a Disclosable Non-Pecuniary Interest in item 10, Leicestershire Planning Obligations Policy – Response to Consultation, and a Disclosable Non-Pecuniary interest in item 14, Waste Recycling Credits update, as the Leader of Leicestershire County Council.

During the meeting Councillor N J Rushton declared a Disclosable Non-Pecuniary Interest in item 5, North West Leicestershire Economic Growth Plan – Action Plan, as a member of the Leicester and Leicestershire Enterprise Partnership and a Disclosable Pecuniary Interest in item 12, Minutes of the Coalville Special Expenses Working Party, as the owner of the indoor market in Ashby de la Zouch and left the meeting during the update of Coalville Market, but returned to agree the minutes of the working party.

36. PUBLIC QUESTION AND ANSWER SESSION

There were no public questions received.

37. MINUTES

Consideration was given to the minutes of the meeting held on 29 July 2014.

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

RESOLVED THAT:

The minutes of the meeting held on 29 July 2014 be approved and signed by the Chairman as a correct record.

Reason for decision: To comply with the Constitution.

38. NORTH WEST LEICESTERSHIRE ECONOMIC GROWTH PLAN - ACTION PLAN

Before The Business Portfolio Holder presented the report to Members, the Chairman asked Members to take into consideration Councillor Legrys' comments and invited Councillor Neilson to speak.

Councillor Neilson addressed the Cabinet

"I welcome this movement towards what looks like a strategy for dealing with some of the more intractable challenges facing North West Leicestershire. A document setting out the districts growth priorities is long overdue, however despite the wait for it this document is, in my view, a missed opportunity.

I believe this will be reflected in the consultation responses of which one of those will be from the Labour Group.

Dealing with the process before I move on to my more general comments on the plan itself. This paper does not set out any time frame for the consultation, neither does it set out how the groups mentioned will be engaged. I believe you must ensure these issues are dealt with in your deliberation.

The second recommendation before you means that once you have consulted you as a cabinet will essentially be ignoring the results. There would be no public discussion on the consultation responses. This will not provide any confidence in the consultation process nor will it encourage buy in from the community into the plan. Therefore I believe it would be wrong for cabinet to make any decision on this until the consultation is over.

Moving on to some of my concerns relating to the subject matter in the report. Firstly I wish to say that this report highlights a lack of leadership from this executive. The North West Leicestershire Business & People group has absolutely no member involvement in it at present. This cabinet has an important place leadership role to play. A role that you seem to be avoiding completely.

As Ed said in his in his speech earlier today, we work better together, so this plan needs to be more than business and bureaucrats, it needs to include the wider community and workers right across the district.

In my never ending desire to help you make the right decisions, I have a number of questions that I am asking you to consider today.

Where is the democratic accountability in this process, where is the opportunity for local communities to play a guiding role?

When you say increase female participation what is it specifically you are trying to achieve? Why is the target for such a small increase in wage averages for Women? I believe this is an area we need to be far more ambitious.

Cllr Legrys has made a written submission that echoes my concerns about the paragraphs relating to housing growth and the Bardon Sustainable Extension. If this remains in this document the work of the local plan advisory committee could be compromised.

In addition to my earlier point on member representation I strongly believe that Trades Unions have an important role to play on the group that owns this plan. I was shocked to see that the regeneration of Coalville Town Centre is not one of the Key Priorities in the grey boxes throughout the plan document, surely this should be given greater focus?

I will reserve my remaining observations and suggestions to our response to your consultation, but I ask again that you take this opportunity to ensure that your consultation is not a waste of time and money and that you actually come back to cabinet and consider the consultation responses in public and give the sentiment behind this document the attention it deserves.”

Councillor R Blunt invited the Director of Services to respond to the issues relating to the implementation of the Plan highlighted by Councillor T Neilson.

The Director of Services stated that Councillor T Gillard would explain the public consultation in more detail and advised Members that it would be the decision of the Chief Executive and the Business Portfolio Holder as to whether or not they felt that Cabinet needed to agree any amendments to the action plan following the consultation.

Councillor T Gillard paid thanks to Councillor T Neilson and Councillor J Legrys for expressing their concerns which had been noted. He stated that the Growth Plan was a living document which would be reviewed regularly, and that it would need to reflect ongoing changes such as future targets. He highlighted that the Growth Plan brought together key employers and sectors in North West Leicestershire such as East Midlands Airport to provide opportunities for cross-sector workers and joint bidding.

At this stage Councillor N J Rushton declared a Disclosable Non-Pecuniary Interest in the item as a Board Member of the Leicester and Leicestershire Enterprise Partnership.

Councillor T Gillard went on to remind Members that Cabinet endorsed the Strategic Economic Plan and Growth Plan in March 2014, highlighting that the Plan set out growth priorities for the district and identified business targets including the potential to create 15,000 jobs, halve youth unemployment by 2019 and increase female participation. He added that the Growth Plan did not make planning decisions and that was a matter for the Planning Committee and the Council. He added that all planning judgements on applications would be made in their own right and upon their own merit. He went on to state that Cabinet should be setting their goals high, in order to improve the North West Leicestershire economy, and that the report was now in their hands to endorse. He advised that if Cabinet was to agree the plan today, a period of consultation would follow which would include a six week consultation process that would commence on 1 October 2014 and that steps would be made to publish the plan on the council’s website. Comments sought from businesses, Parish Councils and community groups would help with the implementation of the Growth Plan.

Councillor N J Rushton stated that it had been recognised at a national level that North West Leicestershire had one of the highest growth rates and that the Authority would continue to build on what had already been achieved.

Councillor T J Pendleton stated that he had heard some of the arguments before and that the Local Plan Advisory Committee would address the concerns raised by Councillor J Legrys and that he recognised all the work across the sector.

It was moved by Councillor T Gillard, seconded by Councillor R Blunt and

RESOLVED THAT:

Cabinet

1. Endorses the North West Leicestershire Growth Plan Action Plan;

2. Agrees to subject the action plan to a period of consultation;
3. Delegates authority to the Chief Executive in consultation with the Business Portfolio Holder to make amendments to the action plan as appropriate in response to the consultation; and
4. Delegates authority to the Chief Executive in consultation with the Business Portfolio Holder to spend the local growth fund (£500k) on delivering the final Growth Plan action plan.

Reason for decision: To authorise consultation on the Growth Plan action plan

39. MEDIUM TERM FINANCIAL STRATEGY (MTFS) 2015/16 TO 2018/19

The Corporate Portfolio Holder presented the report to Members.

He advised that a four year view had been taken and it was projected that by 2018/19 the Council would need to be spending £1.4 million a year less than it was now. He stated that the Council could only spend the money it had and not spend any more. He explained that as part of continuing sound financial management over a number of years the savings target would be met through a variety of strategies including income generation, continuing efficiencies and better use of the Authority's asset portfolio.

In response to a question from the Chairman, Councillor N J Rushton advised Members that it had been assumed there would be no increase in Council Tax over the next four years.

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

RESOLVED THAT:

Cabinet approves the Medium Term Financial Strategy as outlined in this report and notes the outline timetable for the 2015/16 budget process.

Reason for decision: Requirement of the budget setting process.

40. GENERAL ENFORCEMENT POLICY

The Community Services Portfolio Holder presented the report to Members.

She stated that the Council had a statutory duty to enforce a wide range of legislation, with regulatory functions being delivered by a number of service areas across the Council. She advised Members that the adoption of an enforcement policy was essential to ensure consistency in enforcement was achieved. She highlighted, that the purpose of the Policy was to simplify the enforcement framework by revoking the Environment Directorate Enforcement Policy and that, if approved, the policy would replace the current General Enforcement Policy adopted by Executive Board in May 2006. She went on to add that the General Enforcement Policy was a generic policy covering a range of regulatory functions, but it did not deal with service specific enforcement options as these were contained within service specific enforcement policies and operational procedures. She informed Members that these specific policies were likely to need frequent amendments as legislation changed and therefore it was appropriate that their approval be delegated to the relevant Head of Service, in consultation with the Portfolio Holder, to remove the need to keep referring back to Cabinet.

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

RESOLVED THAT:

1. The content of the General Enforcement Policy be approved and adopted by the Authority
2. The Head of Service, in consultation with the Portfolio Holder be delegated authority to approve service specific enforcement policies, in line with the Councils general policy
3. The relevant Director be authorised to make minor changes to the General Enforcement Policy
4. The Environment Directorate Enforcement Policy adopted in 2006 be revoked

Reason for decision: The Council has a statutory duty to enforce a wide range of legislation, with regulatory functions being delivered by a number of service areas across the Council. The adoption of an enforcement policy is essential to ensure consistency in enforcement is achieved.

41. **UPDATED AFFORDABLE WARMTH STRATEGY 2014 - 2017**

The Housing Portfolio Holder presented the report to Members.

He stated that the report spoke for itself and that the Council, as landlord, had an obligation to ensure that homes were secure against all weather conditions and heated sufficiently. He reminded Cabinet that at Council he had provided Members with an update on the Green and Decent Homes Pilot Scheme. He advised that the strategy would be monitored to prevent people from falling into fuel poverty.

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

RESOLVED THAT:

Cabinet agrees the implementation of the revised Affordable Warmth Strategy

Reason for decision: This report is provided for Members to inform them of Affordable Warmth and Fuel Poverty nationally and how this affects North West Leicestershire.

42. **REFUSE WASTE TRANSFER FACILITY (COALVILLE)**

The Community Services Portfolio Holder presented the report to Members.

She stated that in November 2013, Cabinet approved the principle of working with Leicestershire County Council to build a refuse waste transfer facility at the Authority's Linden Way Depot site. She highlighted several benefits for both Authorities that included the opportunity for cost savings for the District Council in terms of travel time, fuel, vehicle wear and tear, and a reduction in carbon footprint for the waste collection and disposal services within Leicestershire helping to reduce both Authorities' greenhouse gas emissions and supporting the corporate priority, Green Footprints Challenge. She informed Cabinet that the District had not been asked to contribute to the capital costs of the building as they would be met by LCC and that revenues would be shared between the two Authorities. She also informed Cabinet that she had recently visited the new Loughborough Waste Transfer Station alongside Ward Members, where they were able to

raise a number of concerns and questions relating to odour management, vehicle movements and noise from operating loading vehicles, and that they were all satisfied with the responses they received.

She informed Members that the site would be considered by the County Council Planning Committee in October/ November this year and that, if approved, it was hoped that construction would begin early next year with a completion date of May 2015. She highlighted that the scheme was a good example of how different public sectors could work together in order to make savings.

It was moved by Councillor A V Smith, seconded by Councillor T Gillard and

RESOLVED THAT:

Cabinet:

1. Approves the development of a Refuse Waste Transfer Facility for Coalville at the Linden Way Depot; and
2. Delegates authority to the Director of Services in consultation with the Portfolio Holder for agreeing terms and entering into a Memorandum of Understanding, lease and service level agreement with Leicestershire County Council based on the key principles document at appendix 3.

Reason for decision: To ensure efficient use of public sector resources through seeking approval to proceed with a joint project to construct a Refuse Waste Transfer Station at Coalville.

43. LEICESTERSHIRE PLANNING OBLIGATIONS POLICY - RESPONSE TO CONSULTATION

Having declared a Disclosable Non-Pecuniary Interest in item 10, Councillor R Blunt left the meeting and Councillor A V Smith took the chair for the item.

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

He advised Members that the County Council had published its draft policy, however as the consultation period had finished before Cabinet was able to consider the document, the Authority had submitted its comments. He informed Members that the County Council had been informed that the comments were subject to confirmation by Cabinet.

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

RESOLVED THAT:

Cabinet agrees the Council's response to the Leicestershire County Council's Planning Obligations Policy as set out at appendix A of this report.

Reason for decision: To agree the Council's position

Councillor R Blunt returned to the meeting and the chair.

44. FORMER TENANT RENT ARREARS, CURRENT TENANT RENT ARREARS, COUNCIL TAX, NON DOMESTIC RATES AND SUNDRY DEBTOR WRITE-OFFS

The Corporate Portfolio Holder presented the report to Members.

He informed Cabinet that there were no debts over £10,000 to be written off on this occasion for former or current tenant rent arrears. He stated that the report also sets out the Council's recovery procedures and policies and emphasised that debts were only written off as a very last resort. He explained to Members that bench marking information for the collection of Council Tax and NNDR was provided in paragraph 7. He added that one of the recommendations of the recent independent review of the partnership was that its performance should be benchmarked with other service providers, and that once this information was available it would be included in future write-off reports.

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

RESOLVED THAT:

1. Cabinet approves the write offs over £10,000 detailed in this report.
2. Cabinet notes the amounts written off under delegated powers.

Reason for decision: To comply with proper accounting practices

45. MINUTES OF THE COALVILLE SPECIAL EXPENSES WORKING PARTY

The Community Services Portfolio Holder presented the report to Members.

She paid thanks to the Coalville Special Expenses Working Party for all of their hard work and she updated Members on some of the projects that had benefited from the Coalville Special Expenses Fund. She advised Members that the improvements to the BMX track at Cropston Drive had now been completed and that the next stage was the wheeled sports facility, and that many positive comments had been received about the Picnic in the Park event. She informed Members that attention had now moved onto the Christmas events and that the Members of the Working Party had felt that the reserves would be better spent on increasing the footfall around the market, than Christmas lighting and stated that she was happy to support this, along with the possibility of taking over the grounds maintenance functions of grass verges.

At this stage Councillor N J Rushton declared a Disclosable Pecuniary Interest in the item, as the owner of the indoor market in Ashby de la Zouch and left the meeting.

Councillor T Gillard expressed his support for continued investment in the Coalville Indoor Market and noted that the entrance to the Market had recently been significantly improved and that he was happy to report to Cabinet that since the last meeting four new traders had taken stalls within the Market and that along with the ongoing investment, hoped that footfall would continue to increase.

Councillor N J Rushton returned to the meeting.

It was moved by Councillor A V Smith, seconded by Councillor T Gillard and

RESOLVED THAT:

Cabinet notes the recommendations made by the Coalville Special Expenses Working Party as detailed within the minutes and approves the recommendations as summarised at 3.0

Reason for decision: To progress Coalville Special Expenses projects and programmes.

Having declared a Disclosable Non-Pecuniary Interest in item 14, Councillor R Blunt left the meeting and Councillor A V Smith took the chair for the remainder of the meeting.

46. EXCLUSION OF PRESS AND PUBLIC

By affirmation of the meeting it was

RESOLVED THAT:

In pursuance of Section 100A(4) of the Local Government Act 1972, the press and public 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.

47. WASTE RECYCLING CREDITS UPDATE

The Community Services Portfolio Holder presented the report to Members.

She advised Members that after the last meeting the Authority wrote to Leicestershire County Council seeking clarity on the proposals and the timeline for the process, and how they intended to consult on the proposed arrangements with the District and Borough Council Partners. She informed Members that the response that had been received was a generic one and did not answer the questions asked, and that since the publication of the agenda a further letter had been received requesting information by 19 September, which had not been possible to do. She asked Members to agree that a further letter be sent to request the clarification that had been requested previously.

It was moved by Councillor A V Smith, seconded by Councillor T Gillard and

RESOLVED THAT:

Cabinet

1. Notes the report and actions taken since the last Cabinet meeting.
2. Agrees to send a further letter to LCC seeking clarification on the timeline and process to be followed for 2014/15 and 2015/16 onwards
3. Notes the implications for the District Council's Medium Term Financial Strategy (MTFS) also on the Cabinet Agenda.

Reason for decision: For Cabinet to note the financial impact of the potential withdrawal of recycling credits from 15/16 onwards.

The meeting commenced at 5.00 pm

The Chairman closed the meeting at 5.45 pm

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

CABINET – 21 OCTOBER 2014

Title of report	SUPERFAST BROADBAND
Key Decision	a) Financial Yes b) Community Yes
Contacts	Councillor Tony Gillard 01530 452930 tony.gillard@nwleicestershire.gov.uk Chief Executive 01530 454500 christine.fisher@nwleicestershire.gov.uk Head of Legal and Support Services 01530 454762 elizabeth.warhurst@nwleicestershire.gov.uk
Purpose of report	To seek Cabinet's approval of the Council's involvement in the Leicestershire Broadband – Superfast extension programme and delegate authority to invest in the programme
Reason for Decision	The proposed commitments exceed the thresholds in the Scheme of Delegation and so delegated authority is requested to facilitate any further investment in the programme
Council Priorities	Business and Jobs Value for Money Homes and Communities
Implications:	
Financial/Staff	Commitment of £214,000 from the Value for Money reserve
Link to relevant CAT	Business CAT.
Risk Management	There is a risk that by not supporting the extension programme the 2,363 businesses and residents of North West Leicestershire outside of the current programme of works will not benefit from the County-wide roll-out of Superfast Broadband. Cabinet is being asked to consider this risk.
Equalities Impact Assessment	Not applicable
Human Rights	Not applicable

Transformational Government	The Leicestershire Districts, Boroughs and County Councils are working together with the private sector to facilitate the roll-out of Superfast Broadband to the majority of rural and urban areas in the County, using a combination of local and national investment.
Comments of Head of Paid Service	The report is satisfactory
Comments of Section 151 Officer	The report is satisfactory
Comments of Monitoring Officer	The report is satisfactory
Consultees	None
Background papers	Broadband - Superfast Extension Programme - Cabinet 15 July 2014. Leicestershire County Council Broadband Leicestershire. (Atkins) Impact Assessment. 19 December 2013 (Commercially sensitive) (Atkins report)
Recommendations	<p>1) CABINET NOTES THE WORK UNDERTAKEN TO DATE IN RELATION TO THE COUNTY-WIDE SUPERFAST BROADBAND PROGRAMME</p> <p>2) CABINET DECIDES WHETHER IT WISHES TO MAKE A FURTHER INVESTMENT OF £214,000 IN THE COUNTY-WIDE BROADBAND – SUPERFAST EXTENSION PROGRAMME</p> <p>3) THAT IF CABINET AGREES TO INVEST, IT DELEGATES AUTHORITY TO THE CHIEF EXECUTIVE IN CONSULTATION WITH THE PORTFOLIO HOLDER TO COMMIT FURTHER INVESTMENT FROM THE VALUE FOR MONEY RESERVE AND TO CONCLUDE AND SIGN THE COLLABORATION AGREEMENT ON BEHALF OF THE COUNCIL</p>

1.0 BACKGROUND ‘SUPERFAST LEICESTERSHIRE’

- 1.1 Super-fast broadband (SFBB – of at least 24Mbps) is a critically important infrastructure which will drive economic growth and innovation, improve access to services and help transform the delivery of public services. Within North West Leicestershire (NWL), BT and Virgin Media have or will commercially deliver SFBB to 77.2% of premises without the need for public investment. The Leicestershire average is 75%.
- 1.2 The Government set an initial objective to ensure 90% of UK premises have access to SFBB by 2015, supported by investment of £0.5 billion. Government has revised its objective to 95% coverage by 2017 supported by a further £250 million of investment.
- 1.3 Leicestershire County Council (LCC) are leading the Superfast Leicestershire partnership programme to reduce the “Digital Divide” and increase take-up of digital services. In August 2013 LCC awarded a £16.9 million contract to BT to extend super-fast broadband

coverage to 92.3% of Leicestershire business and residential premises. Investment includes £4 million (LCC), £1.2 million (European Regional Development Fund), £3.3 million (Department for Culture, Media and Sport (DCMS) and £8.3 million (BT).

- 1.4 LCC have stated that within NWL it is expected that 6,883 additional premises will have access to SFBB through the contract, increasing coverage to 93.2%.

2.0 OUR £54,000 INVESTMENT

- 2.1 In February 2014, using LCC's contract with BT as a vehicle for delivery, the Leicestershire District Councils agreed to raise a further £1,162,000 to further increase the roll out of superfast broadband to isolated rural communities. This investment leveraged an additional £376,686 from BT. Our investment of £54,000 was considered and approved by Cabinet in June 2013. A breakdown of investment by District is set out below:

District	Investment Requested by LCC (£)	Secured investment (£)	Predicted number of additional premises receiving SFBB (Atkins report)
Blaby DC	340,000	50,000	230
Charnwood BC	420,000	100,000	448
Harborough DC	530,000	530,000	1,380
Hinckley & Bosworth BC	440,000	58,820	572
Melton BC	370,000	370,000	1,440
NW Leicestershire DC	270,000	54,000	577
Oadby & Wigston BC	70,000	0	0
Total	2,440,000	1,162,820	4,647

- 2.2 At the time of considering this investment, the Council did endeavour to seek clarity from LCC on the return on investment in terms of seeking a guarantee (through legal contract) detailing how and where the investment is spent. This was not possible as the Atkins report which detailed the properties to receive SFBB had not been published at this time.
- 2.3 Since committing the £54,000 investment, a report produced by a company called Atkins on behalf of BT forecasts that an additional 577 properties in NWL (principally within the forest communities of Newbold and Griffydam) will receive SFBB. These properties are scheduled to receive SFBB by Summer 2015. If realised the investment equates to a return of approximately £93.59 per additional premises connected. This is considered good value for money as, by comparison, the average return on investment was £250 per additional premises (the Atkins report)

3.0 SUPERFAST EXTENSION PROGRAMME

- 3.1 LCC is proposing to increase the coverage of SFBB across Leicestershire through the delivery of a £9.2million 'Superfast Extension Programme'. The extension programme will build upon the initial Superfast Leicestershire project. To finance the extension The Department for Culture, Media & Sport have provisionally allocated £3.7 million, LCC have allocated £1.7 million and the LLEP are likely to provide £2 million from the Local Growth Fund. LCC has stated that, subject to procurement, the supplier will contribute an additional £1.8 million to the extension project.
- 3.2 Without further investment from the Districts, LCC has stated that the extension project will aim to increase Leicestershire coverage from 94% to circa 97-98% of premises. If delivered, this would reduce the number of premises without superfast provision from 18,000 to about 9,000. Of the 18,000 premises not receiving SFBB, 2,363 are within NWL. A proportion of these premises will be covered, however LCC have not been able to say how many.
- 3.3 To enable 98-100% provision to be achieved, the Leicestershire District Councils have been invited to further invest. The Council has been asked to invest a further £214,000. The following table provides a breakdown of the requested investment, by District.

District	Premises not receiving SFBB	Extension funding requested by LCC (£)
Blaby DC	1,470	133,000
Charnwood BC	3,453	313,000
Hinckley & Bosworth BC	3,359	304,000
NW Leicestershire DC	2,363	214,000
Oadby & Wigston BC	397	36,000
Melton BC	3,131	Amount not specified
Harborough DC	3,836	Amount not specified
Total	18,009	1,000,000

3.4 Value for Money Assessment

Once again clarification has been sought from LCC regarding the return on any further investment. The following questions have been asked:

- How many of the remaining 2,363 properties in NWL would receive superfast broadband if the full investment was made?*
LCC response: We could confirm, once the mapping work is completed. LCC aspires to achieve 100% and our investment will target some of these properties.
- If a further investment was made, would LCC guarantee that NWLDC would be able to decide where our investment will be targeted?*
Response: Provisionally, yes. This will be raised in early discussions with BT and then written into a collaboration agreement. If NWLDC agrees to finance a targeted area we would guarantee that all of these properties will be connected (subject the cost of works and the value of any investment we make). Should a level of investment be made, less than the full £214,000, the finance could be used to target priority communities (subject to the level of investment made covering the cost of the works).

3.5 A further investment of £214,000 resulting in all 2,363 properties receiving SFBB would realise a return of investment of £90 per property. However, although it is not known how many, some of the 2,363 properties will receive SFBB without further investment being made by NWLDC (paragraph 3.2)

4.0 OTHER SOLUTIONS OUTSIDE OF THE SUPERFAST LEICESTERSHIRE PROGRAMME

4.1 Bardon Industrial Estate

The Council has identified a need to improve superfast broadband coverage for businesses on Bardon Industrial Estate. However, it is hoped that this need will be met through a commercial solution. In July 2013 officers of LCC and the Council met with WarwickNet to discuss a commercial solution to deliver SFBB solutions to the business on Bardon Industrial Estate.

WarwickNet are a private company who specialise in providing SFBB facilities. WarwickNet have since announced via their website (<http://www.warwicknet.com/business-park-broadband>) that they are rolling out SFBB to Bardon Business Park, Coalville later this year 2014, to approximately 100 premises. The Council have agreed to support WarwickNet by engaging with businesses on Bardon Business Park. There are no cost implications for NWLDC.

4.2 Diseworth

To help increase the SFBB coverage beyond the 90% government have challenged Councils and community groups to identify local solutions to enable the 'Final 10%' to access SFBB. One such project is Diseworth Village's Disewired.

In 2010 a number of Diseworth residents formed the community group Disewired to address the slow broadband speeds that the village receives. Initially unsuccessful in securing funding with a Rural Community Broadband Fund application, in June 2014 Disewired was successful in securing £119,000 from the Department for Culture, Media and Sport. This funding will bring SFBB to more than 250 residential and business premises in the village by the end of 2015. Our Business Focus team wrote letters of support on behalf of Councillor Rushton and Councillor Gillard.

5.0 COMMUNICATIONS

5.1 LCC have stated that they will continue to deliver a comprehensive communications plan to highlight the investment into SFBB. The communications plan will be delivered in coordination with communications teams from each of the District partners.

5.2 In February 2014, LCC launched a demand campaign to support the Superfast Leicestershire deployment programme, including a new website. This will encourage take up and articulate the benefits of fibre broadband to businesses and communities.

5.3 The Council will continue to communicate the public sector investment in approving new high speed connectivity and advise businesses to get the most out of SFBB.

6.0 SUMMARY

- 6.1 The Government has set an objective to ensure 95% of UK premises have access to SFBB by 2017. The Superfast Leicestershire Programme (already commissioned) is predicted to provide 94.5% coverage in NWL.
- 6.2 Without additional investment from NWL, the proposed Superfast Extension Programme will provide 97-98% coverage across Leicestershire. The coverage in NWL will increase from 94.5%, however it is not known how many of the remaining 2,363 premises will receive SFBB.
- 6.3 Should a decision be made to further invest, NWLDC:
- Would have some influence over how and where the investment is spent. Priority communities could be identified. Commitments would be written into a collaboration agreement.
 - The exact number of properties to receive SFBB would not be guaranteed

The following table summarises the anticipated SFBB coverage for each of the project stages.

Project Stage	Investment by NWLDC	Anticipated Outcome
Pre 2013 – Private sector investment (BT/Virgin Media)	None	77.2% coverage (NWL)
Superfast Leicestershire (August 2013)	None	93.2% coverage (NWL) Estimated that additional 6,883 properties in NWL will receive coverage
Superfast Leicestershire 'District Council intervention' (February 2014)	£54,000	94.5% coverage (NWL) 577 properties (Newbold & Griffydam)
Superfast Extension Programme (August 2014)	None	Aim to increase Leicestershire coverage from 94% to 97-98% 2,363 NWL properties are without SFBB. It is not known how many of these properties would receive SFBB
Superfast Extension Programme (August 2014)	Request for £214,000	To increase coverage above 97-98% It is not clear how many of the 2,363 NWL properties would receive SFBB (LCC aspire to 100%) 100 of the 2,363 properties will receive a connection through the Warwick Net solution (Bardon Industrial Estate) Guarantee that further investment will be made in NWL Opportunity to identify priority communities for inclusion

6.4 Next Steps and Timeline

LCC is seeking an indication regarding further investment from Districts by December 2014 and a firm commitment by February 2015. Should Cabinet decide to invest in the Superfast Broadband Extension programme, commitments would be written into a collaboration agreement.

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NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

CABINET – 21 OCTOBER 2014

Title of report	REDEVELOPMENT OF COALVILLE STRATEGIC SITE – THE PICK AND SHOVEL PUBLIC HOUSE
Key Decision	a) Financial Yes b) Community Yes
Contacts	Councillor Roger Bayliss 01530 411055 roger.bayliss@nwleicestershire.gov.uk Director of Housing 01530 454819 glyn.jones@nwleicestershire.gov.uk Head of Housing 01530 454780 chris.lambert@nwleicestershire.gov.uk
Purpose of report	To seek Cabinet approval to support the redevelopment of the Pick and Shovel Public House, Coalville, through providing financial support to emh homes to provide additional units of affordable housing.
Reason for Decision	To formally provide one-off funding, allocated to supporting affordable housing by Cabinet on 29 July 2014, to emh homes to support affordable housing delivery on a strategic gateway site to Coalville town centre.
Council Priorities	Value for Money Business and Jobs Homes and Communities Green Footprints Challenge
Implications:	
Financial/Staff	Cabinet approved the allocation of up to £1,000,000 for affordable housing schemes to be funded from the 2013-14 year end revenue budget underspending at its meeting on 29 July 2014.
Link to relevant CAT	None
Risk Management	None
Equalities Impact Screening	No implications

Human Rights	No implications
Transformational Government	An example of transformational government, showing how the Council's successful partnership work is securing significant inward investment to assist in achieving its priority outcomes.
Comments of Head of Paid Service	The report is satisfactory
Comments of Section 151 Officer	The report is satisfactory
Comments of Monitoring Officer	The report is satisfactory
Consultees	None
Background papers	<u>Cabinet report 29 July 2014</u> , <u>Cabinet minutes 29 July 2014</u>
Recommendations	<p>IT IS RECOMMENDED THAT CABINET:</p> <p>1) NOTES THE AFFORDABLE HOUSING CONTRIBUTIONS MADE TO WATERLOO HOUSING GROUP, NOTTINGHAM COMMUNITY HOUSING ASSOCIATION AND EMH HOMES; AND</p> <p>2) AGREES TO PROVIDE UP TO £500,000 TO EMH HOMES TO SUPPORT THE REDEVELOPMENT OF THE PICK AND SHOVEL PUBLIC HOUSE, COALVILLE FROM MONEY PROVISIONALLY ALLOCATED TO AFFORDABLE HOUSING SCHEMES AT CABINET'S MEETING ON 29 JULY 2014</p> <p>3) DELEGATES TO THE DIRECTOR OF HOUSING AUTHORITY TO NEGOTIATE AND SIGN A GRANT AGREEMENT WITH EMH HOMES IN CONSULTATION WITH THE PORTFOLIO HOLDER</p>

1.0 BACKGROUND

- 1.1 The Pick and Shovel, a former public house, is in a very prominent location, opposite Memorial Square, where its derelict state blights Coalville Town Centre. It was acquired by the current owner for redevelopment following its closure over 8 years ago when values were relatively high. In 2006, Planning Committee refused an application for the redevelopment of shop/restaurant on the ground floor with 18 flats above because of concerns over height and design.

- 1.2 Memorial Square, as identified by the Princes Foundation in the Coalville Regeneration Strategy, is regarded by many as the centre of Coalville and an important “place” and “gateway” into the town.
- 1.3 The Council has attempted to improve the Pick and Shovel by initially introducing potential end users to refurbish the property and more recently by seeking the owner’s approval to access the building to undertake facelift improvements. Both approaches have been unsuccessful.

2.0 CURRENT PROPOSAL TO REDEVELOP THE SITE

- 2.1 Senior officers of the Council approached emh homes (emh) in March 2014 to help the Council regenerate Coalville town centre by putting affordable housing on the Pick and Shovel site.
- 2.2 emh responded positively with a proposal to redevelop the site that would entail the demolition of the current building and its replacement with a dwelling scheme (current proposals are for 14 dwellings, although this is subject to planning approvals). The final number will depend on the design, planning and construction demands.
- 2.3 Although planning was refused in 2006 for 18 residential units over retail units on the ground floor, Planning Officers were of the opinion that the site could accommodate a three and a half storey development comprising up to 14 flats, or 12 flats with retail on the ground floor.
- 2.4 Being a ‘gateway’ site into the town, the quality of design would have to meet the Council’s Urban Design expectations, and this was reflected in the estimated construction costs. In order to bring forward the proposal, emh advised that a funding gap would need to be filled, in part by the Homes and Communities Agency (HCA) affordable homes grant programme, and in part by the Council.
- 2.5 Latest housing register figures show that current demand is highest for smaller 1 and 2 bedroom homes. The 14 x 1 bed, 2 person flats proposed for this redevelopment would therefore provide much needed one bedroom homes for couples or single person households currently on our waiting list. Should the scheme go ahead, all homes will be advertised through the Choice Based Lettings scheme when they are ready for occupation.

3.0 BID TO HOMES AND COMMUNITIES AGENCY

- 3.1 Bids for grant funding from the HCA’s National Affordable Housing Programme (NAHP) 2015-2018, had to be submitted by an April 2014 deadline. emh advised that based on the estimated scheme costs, the amount of input needed from the Council was projected to be between £365,200 and £435,200 with the final figure to be confirmed following the conclusion of the design/planning process and confirmation of construction costs, as the site is difficult to access due to its location.
- 3.2 Subject to Cabinet approval, the Chief Executive gave emh an in principle indication of support for bidding purposes in mid April 2014 and the HCA subsequently announced in July 2014 that the bid had been successful.

4.0 GAP FUNDING

- 4.1 The HCA has now confirmed that emh's bid for funding to redevelop the Pick and Shovel has been successful with a grant award of £420,000 for the scheme. At the time of submitting this report, the total scheme costs are estimated to be £2m.
- 4.2 Members will recall that at a meeting of Cabinet on 29 July 2014, they considered a report on the "Provisional financial outturn position for 2013/14". The recommendations approved by Cabinet at that meeting included £1 million for supporting affordable housing on the following basis:
- Contributions to three Housing Associations to improve the viability of schemes and allow them to qualify for funding (£500k).
 - Other Affordable Housing Schemes (up to £500k).
- 4.3 £500,000 has been allocated to three Housing Associations – Waterloo Housing Group, emh homes and Nottingham Community Housing Association – all of whom have been successful in attracting HCA funding in the latest NAHP bid round to provide 263 homes across the district by April 2018. Using a combination of their own funding, the Government grant and gap funding from North West Leicestershire District Council, the three housing associations will bring almost £27 million of inward investment into the district, providing employment opportunities, supporting construction jobs and sustaining local businesses.
- 4.4 It is recommended that a grant agreement be negotiated and completed, including an appropriate nominations agreement, so that remaining monies of up to £500,000 may be used to assist emh to redevelop the Pick and Shovel, following the conclusion of the design and planning processes, when construction costs are confirmed.

5.0 TIMETABLE FOR DELIVERY

DATE	ACTIVITY
OCT 2014	Planning Application submitted
DEC 2014	Planning Consents –reporting to 2 December Planning Committee will enable purchase completion by 31 December.
FEB/MAR 2015	Demolition commences – March 2015
Late APRIL 2015	Building commences
FEB 2016	Building complete

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

CABINET – 21 OCTOBER 2014

Title of report	MEMORANDUM OF UNDERSTANDING RELATING TO OBJECTIVELY ASSESSED NEED FOR HOUSING
Key Decision	a) Financial No b) Community Yes
Contacts	Councillor Trevor Pendleton 01509 569746 trevor.pendleton@nwleicestershire.gov.uk Chief Executive 01530 454500 christine.fisher@nwleicestershire.gov.uk Director of Services 01530 454555 steve.bambrick@nwleicestershire.gov.uk
Purpose of report	To seek approval from Members for the authority to sign the Leicester and Leicestershire Housing Market Area Memorandum of Understanding relating to the objectively assessed need for housing.
Reason for Decision	In developing their Local Plans, authorities must demonstrate the Duty to Co-operate ((Localism Act 2011). To demonstrate how the District Council is working with other local planning authorities in the Housing Market Area in accordance with the requirements of the Duty to Cooperate.
Council Priorities	Business and Jobs Green Footprints Challenge Homes and Communities Value for Money
Implications:	None
Financial/Staff	None
Link to relevant CAT	None
Risk Management	None
Equalities Impact Screening	None

Human Rights	None
Transformational Government	The Memorandum of Understanding outlines how the Council is working with other local planning authorities in the Housing Market Area. Each individual authority will be responsible for delivering their own planning services
Comments of Head of Paid Service	The report is satisfactory
Comments of Section 151 Officer	The report is satisfactory
Comments of Monitoring Officer	The report is satisfactory
Consultees	The Strategic Housing Market Assessment (SHMA) and Strategic Housing Land Availability Assessment (SHLAA) documents have been the subject of public consultation with Various stake holders; estate agents, planning consultants, commercial property agents, landowners, developers, local businesses and other stakeholders including Parish and Town Councils who were consulted in respect of the SHMA and SHLAA. Leicestershire County Council has been consulted to provide specialist highways and ecological input.
Background papers	Strategic Housing Market Assessment (SHMA) Strategic Housing Land Availability Assessment (SHLAA) National Planning Policy Framework (NPPF) Localism Act 2011
Recommendations	THAT CABINET RECOMMENDS TO FULL COUNCIL THAT THE SIGNING OF THE LEICESTER AND LEICESTERSHIRE HOUSING MARKET AREA MOU RELATING TO THE OBJECTIVELY ASSESSED NEED FOR HOUSING BE DELEGATED TO THE CHIEF EXECUTIVE /DIRECTOR OF SERVICES IN CONSULTATION WITH THE PORTFOLIO HOLDER

1.0 Background

- 1.1 It is a government requirement that all local planning authorities must prepare a local plan which sets planning policies in a local authority area. Independent planning inspectors must examine all local plan documents that local authorities in England prepare. The examination is the last stage of the process for producing a local plan.

- 1.2 The Government aim is for every area to have a clear local plan which sets out local people's views of how they wish their community to develop, consistent with the framework and against which planning applications for planning permission will be judged.
- 1.3 Local plans must be positively prepared, justified, effective and consistent with national policy in accordance with the National Planning Policy Framework.
- 1.4 The first test at an examination in to the Local Plan is whether the process followed has satisfied the Duty to Cooperate as required by the Localism Act 2011. A failure to satisfy the Duty to Cooperate will result in a plan being found unsound. It is not a matter which can be redressed retrospectively.
- 1.5 It is essential, therefore, that all of the local planning authorities in the Leicester and Leicestershire Housing Market Area (HMA) cooperate on those matters which are of strategic importance. There is a strong track record locally, of officers from all Leicestershire authorities having worked constructively together to ensure the necessary evidence to support local plans can be put in place as quickly as possible; and, as part of this, to identify a clear and agreed approach to establishing and formally agreeing the levels of housing need across the (HMA) to carry forward into all local plans. For example, the Strategic Housing Market Assessment (SHMA) and the Strategic Land Availability Assessments (SHLAAs) have both been revised in 2014, to provide the basis for identifying the housing needs across the HMA.
- 1.6 However, it is necessary in order to demonstrate compliance with the Duty to Cooperate to formally set out how the duty has been complied with. To do this a Memorandum of Understanding (MOU) has been developed. The purpose of the MOU document is to formally record and make public, the local authorities' agreement to the distribution of objectively assessed housing need and to support the resumption of the Examination of the Charnwood Borough Local Plan, whilst providing a strong platform for moving forward on other plans.

2.0 Establishing the level of future housing need

- 2.1 The SHMA work has been undertaken on behalf of all the authorities in the HMA by G.L. Hearn. This reflects the requirements of the NPPF and the more recent National Planning Practice Guidance. It establishes levels of housing need to 2031 and 2036. The SHMA is now completed and the Planning Officers Forum (POF) and the Strategic Planning Group (SPG) which oversaw the work are content with the findings. The revised SHMA was presented and endorsed at the meeting of the Members Advisory Group (MAG) on 26 June 2014.

3.0 Understanding the capacity to accommodate the levels of growth in the SHMA

- 3.1 Each planning authority has undertaken a SHLAA to an agreed common methodology. Based upon these technical SHLAA assessments and transport capacity work led by the County Council, all authorities are able to accommodate the upper figure in table 3.4 of the MOU within their own area.

4.0 Leicester & Leicestershire Housing Market Area – Memorandum of Understanding relating to Objectively Assessed Need for Housing

4.1 The MOU document, attached at Appendix A, has been drafted and its content agreed by all of the Leicestershire authorities, the County Council and the LLEP. The MOU includes the following key elements:

- An introduction, setting out national planning policy and explaining the document's purpose;
- A brief explanation of the position on the key evidence that has informed the authorities' position on need/unmet need, i.e. through the SHMA, SHLAAs and infrastructure capacity work;
- The stated position on the levels of need/unmet need to 2028, including any caveats with regard to the timescales for the majority of plans; and
- The stated position on the other two stages of the three-stage approach, which are agreed as being necessary to support the majority of plans across the HMA.

4.2 Members of the MAG discussed the MOU document at their meeting on 24 July 2014 and have endorsed the approach to future growth across the HMA.

4.3 An objective view has also been sought from the Planning Advisory Service, who agrees that this is the most appropriate approach to take in the circumstances. The other question raised about the MOU is the status of any figures included in it. Legal advice is that as long as the MOU does not stray into spatial options or approaches within the HMA it is an evidence, rather than policy, based document. This status is reinforced by reference to key evidence from the SHMA and SHLAAs/transport modelling and would not, therefore, fetter authorities following Charnwood BC in consideration of their own local plan targets. The MOU provides a good basis for future iterations, which are likely to be needed to support subsequent plan reviews across the HMA.

5.0 Further work planned to support Local Plan reviews

5.1 To inform agreement on levels of growth between 2028 and 2031, further transport modelling will be completed by the County and City highway authorities. This work is currently being commissioned and is referred to in more detail in section 4.0 of the MOU document

6.0 Longer Term Growth Strategy Beyond 2031

6.1 Beyond 2031 a longer term strategy for the spatial development of the HMA will be developed. Plans for the development of this are underway.

7.0 Governance procedures

7.1 Each authority that is party to the MOU agreement is seeking approval through its own governance procedures.

Leicester & Leicestershire Housing Market Area

A Memorandum of Understanding relating to Objectively Assessed Need for Housing – July 2014

1.0 Introduction

- 1.1 The National Planning Policy Framework (NPPF) requires local planning authorities to have a clear understanding of housing needs in their area. To achieve this, they should prepare a Strategic Housing Market Assessment (SHMA) to assess their full housing needs, working with neighbouring authorities where housing market areas cross administrative boundaries. The SHMA should identify the scale and mix of housing and the range of tenures that the local population is likely to need over the plan period¹. This is a key part of the evidence base to address the NPPF requirement of ensuring that Local Plans meet the full, objectively assessed needs for market and affordable housing in the housing market area, as far as is consistent with the policies set out in the Framework².
- 1.2 The Localism Act 2011 places a Duty to Co-operate on local planning authorities and county councils³. This requires them to engage constructively, actively and on an on-going basis in the preparation of development plan documents where this involves strategic matters. National policy in the NPPF adds to this statutory duty as it expects local planning authorities to demonstrate evidence of having effectively cooperated to plan for issues with cross-boundary impacts.

2.0 The Leicester and Leicestershire Housing Market Area

- 2.1 The Leicester and Leicestershire Housing Market Area covers the administrative areas of all nine Leicester and Leicestershire local authorities, all of whom are signatories to this Memorandum, namely:
- Blaby District Council
 - Charnwood Borough Council

¹ National Planning Policy Framework, paragraph 159.

² NPPF, paragraph 47.

³ Localism Act 2011, section 110.

- Harborough District Council
- Hinckley and Bosworth Borough Council
- Leicester City Council
- Leicestershire County Council
- Melton Borough Council
- North West Leicestershire District Council
- Oadby and Wigston Borough Council

3.0 Demonstrating the Duty to Co-operate and meeting the requirements of the National Planning Policy Framework

- 3.1 The purpose of this Memorandum of Understanding (MOU) between the authorities is to support the Charnwood Borough Local Plan, which is the subject of an Examination; and to set out how the local authorities will collaborate further to ensure the necessary joint evidence is in place to support subsequent Local Plans that will come forward. In this respect, it is intended to demonstrate evidence of having effectively cooperated to plan for issues with cross-boundary impacts⁴.
- 3.2 The eight district and city planning authorities within the Housing Market Area, together with Leicestershire County Council, have collaborated to meet the requirements of the NPPF as set out in section 1.0. The main output from this collaboration is a joint SHMA⁵, which identifies the scale and mix of housing needed across the Area between 2011 and 2031; and between 2011 and 2036.
- 3.3 National policy requires the authorities to be able to demonstrate both that they have a clear understanding of their full housing needs across the Housing Market Area; and whether they can meet this need in full in their own area⁶. To enable an understanding of capacity to accommodate additional housing, the NPPF further requires local planning authorities to prepare a Strategic Housing Land Availability Assessment (SHLAA) to establish realistic assumptions about the availability, suitability and the likely economic viability of land to meet the identified need for housing over the plan period⁷.
- 3.4 The table below sets out the objectively assessed need for additional housing in the Housing Market Area between 2011 and 2028, which is the period covered by the Charnwood Borough Local Plan.

⁴ NPPF, paragraph 181.

⁵ *The Leicester and Leicestershire Strategic Housing Market Assessment*, June 2014.

⁶ Paragraph 179 of the NPPF says: 'Joint working should enable local planning authorities to work together to meet development requirements which cannot wholly be met within their own areas – for instance, because of a lack of physical capacity or because to do so would cause significant harm to the principles and policies of this Framework'.

⁷ NPPF, paragraph 159.

Local Authority	Objectively Assessed Need 2011 to 2028⁸
Blaby District Council	6,120 - 7,140
Charnwood Borough Council	13,770 - 13,940
Harborough District Council	7,055 - 8,075
Hinckley and Bosworth Borough Council	6,375 - 7,650
Leicester City Council	21,250 - 22,950
Melton Borough Council	3,400 - 4,250
North West Leicestershire District Council	4,845 - 5,950
Oadby and Wigston Borough Council	1,360 - 1,700
HMA TOTAL	64,175 - 71,655

Source: Strategic Housing Market Assessment

- 3.5 All authorities in the Area have completed their own SHLAA to an agreed common methodology. Based on these technical assessments and transport capacity work led by the County Council, all authorities are able to accommodate the upper figure in the above table within their own area.
- 3.6 In determining housing targets in their Local Plans, local authorities should take account of the requirements of national policy and local circumstances, including basing those plans on a strategy that seeks to meet the objectively assessed need for homes. In this regard, it should be noted that all authorities in the Housing Market Area are at different stages of plan preparation. Those authorities that do not have an up-to-date adopted plan or are reviewing an adopted plan are likely to be progressing plans with horizon dates of 2031 or 2036. In determining their housing target over the relevant plan period each authority will take account of all relevant evidence.
- 3.7 Against this background, the authorities are able to confirm that for the purposes of the Charnwood Borough Local Plan examination the full need for homes within the Housing Market Area in the above table can be met, meaning there is no unmet requirement in the Housing Market Area to at least 2028.

⁸ The figures in this column are derived by annualising the objectively assessed need from the SHMA for the period 2011 to 2031 and applying these figures to the period 2011 to 2028. The figures are, therefore, the same as the SHMA except that they cover three years less.

4.0 Further work to support Local Plan reviews

- 4.1 To cover the period from 2028 to 2031, specific transport modelling for significant new development proposals will be completed, as appropriate by the County and City highway authorities, within a time period to meet the respective local plan preparation programmes for each authority. The programme of transport modelling required will be agreed and commissioned by the relevant local planning and highway authorities as soon as possible and authorities will use their best endeavours to ensure completion no later than the end of January 2015.
- 4.2 Beyond 2031 there is a need to articulate a longer term strategy for the spatial development of the Housing Market Area to ensure that opportunities for future economic growth are maximised. This strategy will need to set out how future growth and development will be promoted and accommodated through Local Plans, particularly those with end dates of 2036. A project plan and timeline will be developed for this work as soon as possible. The work will be commissioned and managed by the Housing, Planning and Infrastructure Group and be completed in accordance with the agreed timetable to be included in the project plan.

5.0 Conclusion

- 5.1 The purpose of this MOU is formally to record and make public the local authorities' agreement under the Duty to Co-operate to the position as set out in this Memorandum. This MOU has been endorsed by Members of each of the nine local authorities at a meeting of the joint Member Advisory Group on 24th July 2014.
- 5.2 The nine authorities that form signatories to this Memorandum agree, therefore, that the figures in the table above represent the level of objectively assessed need in each district in order to meet the overall identified need for additional housing within the Leicester and Leicestershire Housing Market Area between 2011 and 2028; and that based on SHLAAs and transport capacity work led by the County Council such levels of additional housing are able to be accommodated by each district in which the need arises.

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

CABINET – 21 OCTOBER 2014

Title of report	REFUSE AND RECYCLING COLLECTIONS POLICY
Key Decision	a) Financial No b) Community Yes
Contacts	Councillor Alison Smith MBE 01530 835668 alison.smith@nwleicestershire.gov.uk Director of Services 01530 454555 steve.bambrick@nwleicestershire.gov.uk Head of Community Services 01530 454832 john.richardson@nwleicestershire.gov.uk
Purpose of report	To seek approval from Cabinet for amendments to the Refuse and Recycling Collections Policy and for authority to make subsequent minor amendments to be delegated to the Director of Services in consultation with the Portfolio Holder.
Reason for Decision	To provide officers with a clear policy framework for the operation of the Refuse and Recycling collection service.
Council Priorities	Homes and Communities Value For Money Green Footprints
Implications:	
Financial/Staff	No implications identified
Link to relevant CAT	Green Footprints Action Team
Risk Management	All identified risks have been considered
Equalities Impact Assessment	An Equality Impact Assessment has been completed for the Policy
Human Rights	Not Applicable
Transformational Government	Not Applicable

Comments of Head of Paid Service	The report is satisfactory
Comments of Section 151 Officer	The report is satisfactory
Comments of Monitoring Officer	The report is satisfactory
Consultees	Portfolio Holder
Background papers	Cabinet 22 October 2013 Refuse and Recycling Policy, Policy Development Group, 02 October 2013
Recommendations	<p>THAT CABINET:</p> <p>1) APPROVES THE AMENDMENTS TO THE EXISTING REFUSE AND RECYCLING COLLECTIONS POLICY; AND</p> <p>2) DELEGATES AUTHORITY TO THE DIRECTOR OF SERVICES IN CONSULTATION WITH THE PORTFOLIO HOLDER TO MAKE MINOR AMENDMENTS TO THE POLICY</p>

1.0 BACKGROUND

- 1.1 Cabinet approved the Council's first Refuse and Recycling Collections policy on 22 October 2013.
- 1.2 One year on the policy requires some minor amendments and clarifications as outlined in section 2.

2.0 POLICY UPDATES

- 2.1 The following is a summary of the proposed changes (the updated Policy with tracked changes is included at Appendix 1):

Section 5 of the policy – Additional waste and recycling containers

5.0 to remove the word 'Additional' from the section title as this section relates to both replacement and additional containers.

5.1 has been amended to clarify that the policy which applies to all new households with between 1 and 3 people who permanently reside at a property are issued with a 180l bin also applies to replacement refuse bins at existing properties. For example, a

damaged 240l bin at any existing property will be replaced with a 180l bin unless there are more than three people permanently residing at the property.

5.6 is to be deleted. At the time of writing the policy in October 2013, the Council was undertaking a trial to use a wheeled bin for plastics and cans for residents who have large numbers of red boxes. Unfortunately, the trial was unsuccessful as the kerbside vehicles were not able to reliably lift the wheeled bins on a regular basis. This provision is no longer being considered.

Sections 2.0, 4.10, 5.3, have been updated to reflect comments made by Policy Development Group on 2 October 2013. The policy published following Cabinet's meeting on 22 October 2013 was not updated to include the recommendations of Policy Development Group which were noted and adopted by Cabinet. However, in practical terms the service has adopted the recommendations and is delivering in accordance with these recommendations.

Appendix 1 is to be deleted as the content is now included within the Policy.

3.0 POLICY REVIEW PROCESS

- 3.1 A new Section 9 has been included to provide clarity on the process for updating the policy. It is proposed that any formatting amendments, minor operational changes or technical/annual updates such as performance data would be amended by the Director of Services in consultation with the Portfolio Holder.
- 3.2 Major changes which the Director of Services and Portfolio Holder consider will have a significant impact on residents will be referred to Cabinet for consideration.

4.0 NEXT STEPS

- 4.1 If Cabinet approves the proposed amendments to the Refuse and Recycling Collections policy and approves the process of future policy amendments then the following steps will be taken:
 - The updated policy as attached at Appendix 1 will be published on the Council's web site.
 - Any future amendments will be summarised and a notice placed on the relevant pages of the Council's website.

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Refuse and Recycling Collections Policy

October ~~2013~~2014

Version ~~2~~3

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1.0 Refuse and Recycling Collections Policy Overview

North West Leicestershire District Council (NWLDC) is responsible for the collection of household wastes and recycling within the district. The purpose of this policy document is to provide a consistent approach to our waste and recycling collections, informing residents how it operates and what to expect.

Background

Since 2003 the authority has improved its recycling performance from 6.8% in 2003 to 46% in 2012. This is represented by the chart below which also shows key milestones with regard to the refuse and recycling collection service.

Chart 1 - Recycling Performance 2001 - 2013

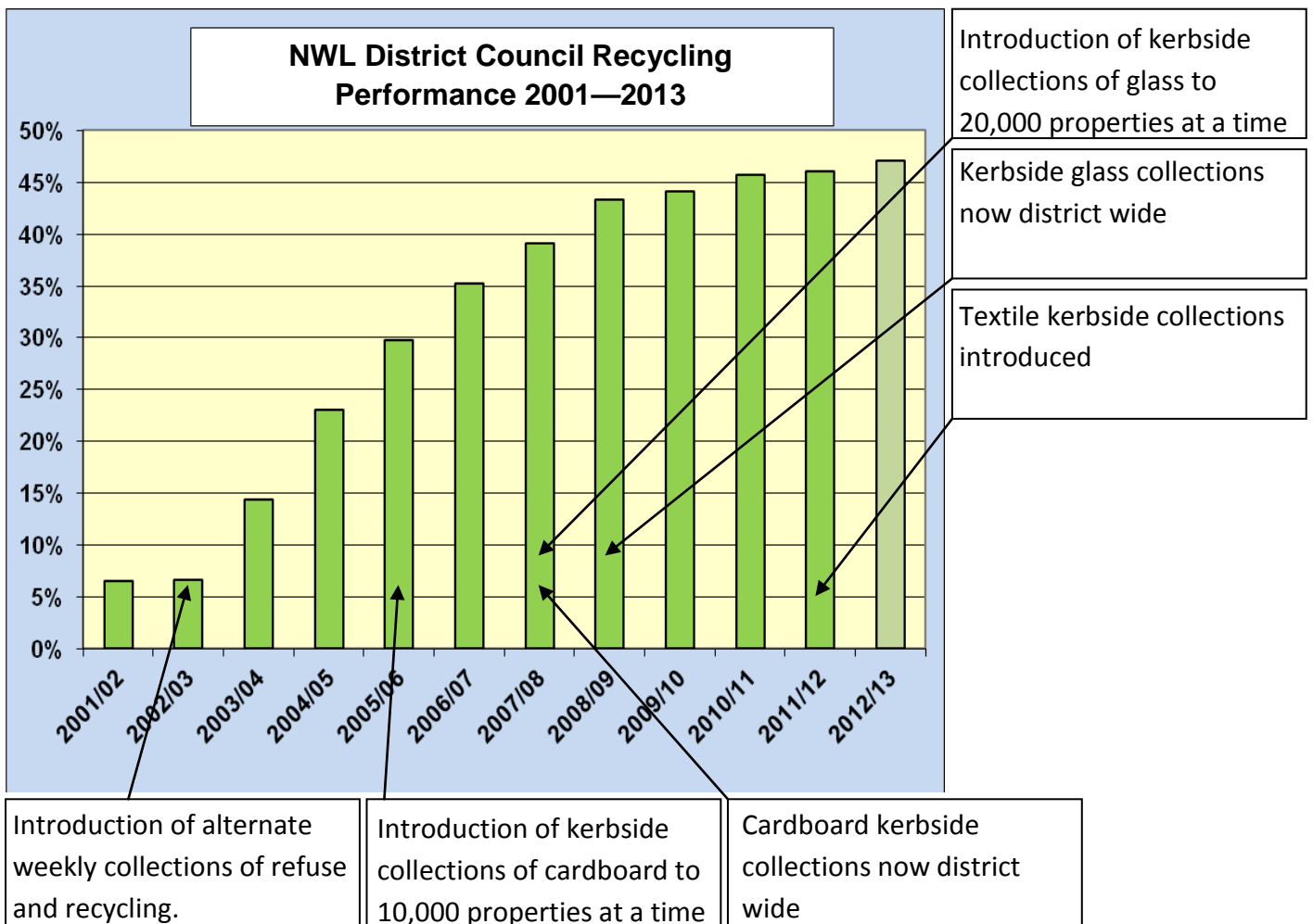
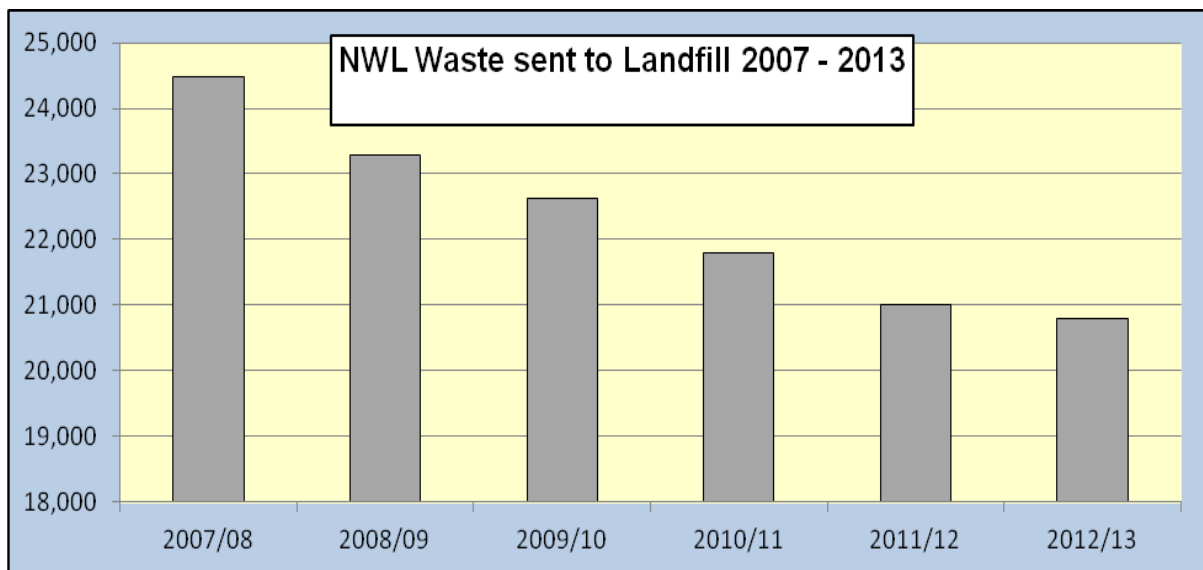


Chart 2 – Waste sent to landfill 2007 - 2013

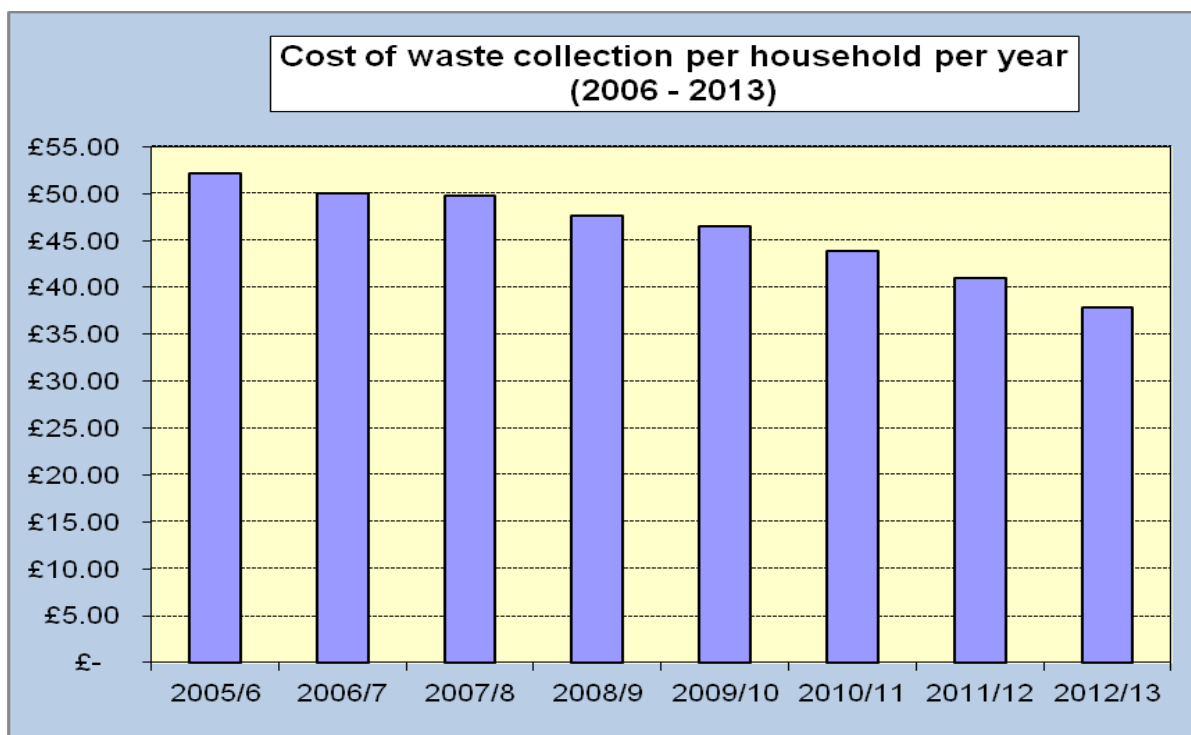


This has also had the effect of reducing waste to landfill as can be seen in Chart 2.

On average every household in the district produces about one tonne of waste every year which is enough to fill a normal single garage from top to bottom. Almost half of this waste is being recycled or composted but well over two-thirds could be recycled if everyone recycled their waste.

The cost of waste collection has also improved reducing from £52.15 per household in 2005/6 to £37.85 in 2012/13. This can be seen in Chart 3 below.

Chart 3 – Cost of Waste Collection per Household



Strategy

The National Waste Strategy 2007 sets out national recycling targets for England of 40% by 2010, 45% by 2015, and 50% by 2020. More information is available on the Department for Environment, Food and Rural Affairs (DEFRA) website at

<http://archive.defra.gov.uk/environment/waste/strategy/strategy07/documents/waste07-strategy.pdf>

North West Leicestershire is a member of the Leicestershire Waste Partnership and is signed up to the Leicestershire Municipal Waste Strategy which was created in 2006 and refreshed in 2011. The ambition of the partnership is to recycle 58% of Leicestershire's waste by 2017. More information on the Leicestershire Waste Partnership's strategy can be found at

http://www.lesswaste.org.uk/10032_a4_waste_strategy_document_final_webaw2_150812.pdf

The Councils method of collecting recycled material at the kerbside is called 'source separated' and has been in place since 2003. In 2006 a depot was constructed in Coalville to enable the Council to store its material separately to sell on directly to reprocessors so as to attract the highest market process for the material. This method of collection has increased recycling rates whilst also generating significant income to the Council as well as preserving the quality of the materials for recycling.

Picture 1 – North West Leicestershire's Waste Transfer Station



2.0 Materials accepted for kerbside collection

Container Type	Accepted Waste Type
Black wheeled bin	<p>✓ Non-recyclable refuse waste</p> <p>✗ No DIY waste such as bricks and plaster</p> <p>✗ No compostable garden waste</p>
Brown lidded wheeled bin	<p>✓ Compostable garden waste – Shrub pruning, garden weeds, plants, leaves, hedge trimmings, dead flowers, cut grass and small tree branches</p> <p>✗ No food waste, bricks & rubble, sods of turf, soil (as excess soil will make the bin too heavy), large tree branches & trunks, plastic bags, pet waste and faeces; and no black bin waste.</p>
Red Box	<p>✓ Plastic bottles and lids (milk, fizzy pop, shampoo, detergent bottles etc.).</p> <p>✓ Rigid household plastic packaging (clean yoghurt pots, clean plastic tubs and clean trays).</p> <p>✓ Metal food and drinks cans, <u>clean aluminium foil</u>, and empty aerosols.</p> <p>✗ No food remains in packaging and no plastic film</p>
	<p>✓ Glass bottles and jars (<i>should be kept in a separate red box and separated from plastics and cans</i>)</p> <p>✗ No broken glass for safety reasons</p>
Blue Bag	<p>✓ Newspaper and magazines, junk mail, directories (catalogues, phone books, etc), birthday/Christmas cards, envelopes, gift wrapping paper, and shredded paper.</p>
Yellow Bag	<p>✓ All types of household cardboard, cereal boxes, frozen food boxes, pizza boxes and corrugated cardboard boxes. <i>(Large cardboard to be neatly flat-packed, with all polystyrene and plastic packaging removed)</i></p>
A Plastic Carrier Bag (presented next to the red box)	<p>✓ Clothes, shoes, handbags, scarves, gloves, sheets and linen.</p> <p>✗ No duvets, pillows and other household items. <i>(Items of clothing presented in bona fide charity bags cannot be collect by the Council).</i></p>

3.0 NWLDC Waste Charter

What you can expect from the Council:

- We will abide by the [waste collection commitment](#) found on our website.
- We will collect your recycling and waste containers on the same day on an alternate weekly basis; and if we cannot collect we will leave an advice card to let you know why.
- We will return your containers to where they were collected from.
- We will pick up any spillages we cause.
- We will collect your waste and recycling containers from the edge of your property next to the public highway, or otherwise agreed by the Council. Where we have not collected your waste and recycling container(s) which was presented correctly and on time we will return to empty it by the end of the next working day if the failure to empty the container(s) was the fault of the council.

What the Council can expect from you:

- You will present your waste and recycling containers on the edge of the property next to the public highway so they are highly visible and accessible on the correct collection day by 0600.
- You will put the right material in the right container for safety and operational reasons to ensure your waste and recycling materials are collected.
- You will take your waste and recycling containers back in as soon as possible after collection has been made on the same collection day.
- You will use the containers appropriately. For example, putting lids on red boxes to prevent waste escaping and to keep the neighbourhood tidy.
- You will make your own arrangements to dispose of your waste if you did not present your waste on time to avoid adding unnecessary cost to the service.

4.0 Waste and recycling container collection points

4.1 Waste and recycling containers need to be presented on the edge of the property next to the public highway on the day of collection by 0600. Residents are able to find out their collection day by following the link provided here: <http://my.nwleics.gov.uk/my-property-finder?address>

4.2 Properties on the assisted list will be collected from a collection point other than on the edge of the property next to the public highway by prior arrangement with the Council. See section 7.0 for the assisted collections policy.

4.3 For unadopted or private roads the Council will collect and return containers to where the private road meets the highway and where it is safe to do so. Properties which are serviced by unadopted or private roads and have shared access will present their containers next to the public highway at dedicated communal bin storage areas or at a specific collection point agreed by the Council.

4.4 The householder will be responsible for ensuring waste and recycling containers are safe to move and handle when presenting them for collection. Wheeled bins must not be overloaded or too heavy to move safely. Wheeled bins will need to have lids fully closed for safety reasons. Wheeled bins which are too heavy or with raised lids will not be collected until they have been made safe. These bins will need to be presented on the next scheduled collection.

4.5 Refuse side waste which is additional waste left next to the wheeled bins will not be collected and will need to be disposed of safely by the householder as soon as possible. The Council may agree to collect side waste in exceptional circumstances but this must be arranged by prior agreement. An example of this would be if a resident moved into a property where the bins were already full with the previous occupiers waste.

4.6 Recycling containers should contain recyclable waste in a safe manner for the collection crews. That is:

4.6.1 Glass bottles and jars should be kept separate to plastics and cans for safety reasons; and kept either in a separate red box or in a bag within the red box so that it is kept separate. Broken glass should not be placed in the red box and should be recycled safely at a recycling bottle bank (bring site) for the safety of the crew.

4.6.2 Householders are responsible for keeping their wheeled bins and recycling containers in a clean and hygienic condition.

4.6.3 Lids should be used on red boxes; and flaps used on blue and yellow bags to secure the waste and to avoid waste escaping to keep the neighbourhood tidy.

4.6.4 Excess recyclable waste should be placed in clear bags or carrier bags for ease of identification by the collection crews and tied at the top to stop waste escaping and presented next to the recycling containers. Glass must always be in a red box.

4.7 Garden waste bins heavily contaminated with household waste such as; plastic plant pots, trays, bags, food waste, pet waste, rubble, bricks, large quantities of soil or excess sods

of turf will not be collected. These items will need to be removed and the bin re-presented on the next scheduled collection.

4.8 The provision of waste and recycling containers are intended for domestic waste only, not business waste. If a business operates from a domestic property the waste generated by the business will not be collected. The Council operates a waste and recycling collection service for businesses. For further information follow the link provided here:

http://www.nwleics.gov.uk/pages/commercial_waste_and_recycling

4.9 If a report of non collection is made and the Council's collectors were at fault the Council will return to empty a waste or recycling container presented on time and correctly by the end of the next working day. All technology available to the Council such as 360° cameras and driver GPS logs will be used to establish what circumstances resulted in the non collection of the waste or recycling container, so appropriate advice can be given to the householder.

4.10 If the Council was not at fault, the householder will have the following options:

- Present waste or recycling containers on the next scheduled collection. Side waste will be collected by agreement.
- Dispose of the waste at a Household Waste Recycling Centre (HWRC). Locations of the Ashby, Coalville, and Shepshed HWRC's can be found at:
http://www.nwleics.gov.uk/pages/recycling_sites
- In exceptional circumstances the Council may return. For example, elderly or vulnerable people receiving assisted collection where a non-collection would pose a health hazard.

5.0 ~~Additional w~~Waste and recycling containers

5.1 The Council's policy is to supply new households with between 1 and 3 people who permanently reside at the property with a single 180 litre bin. This is smaller than the current 240 litre previously supplied as standard capacity pre January 2014. This is to encourage residents to recycle more and reduce waste to landfill. This policy applies to all households in the district (both new and existing) and applies to any new or replacement refuse bins.

5.2 An option to upgrade from a 180 litre bin to a 240 litre refuse bin for households of 4 or more permanent residents will be permitted at no charge.

5.3 All applications for additional bins will be considered on an individual case-by-case basis. For example, if one or more of the residents have a medical condition producing extra waste they would be eligible for a larger or an additional bin. Where households at a property using solid fuel results in the production of extra waste these residents may be eligible for a replacement 240l bin. Residents who request this will be required to complete a two bin application form which can be found here:

<http://forms.nwleics.gov.uk/AF3/an/default.aspx/RenderForm/?F.Name=f9wjasfm5e>

or by contacting the Council (contact details provided on page 13). This will be assessed by an appropriate Officer with appropriate checks made in line with data protection requirements.

5.4 A maximum of three of each dry recycling containers, (for example, three red boxes, plus three blue bags, plus three yellow bags) can be supplied per household. Any additional capacity must be agreed by an appropriate Officer of the Council.

5.5 A maximum of one garden waste wheeled bin per household.

~~5.6 A 140 litre or 240 litre blue lidded recycling wheeled bin for paper and card or a red lidded wheeled bin for plastics and cans, may be supplied to those households that have multiple recycling boxes or bags and who find it more convenient and prefer to accommodate a wheeled bin and where it is safe to do so. This will currently be provided at no extra charge. Please note, glass must be kept separate in a red box and not mixed with plastics and cans.~~

6.0 Replacement waste and recycling containers

6.1 To help prevent waste and recycling containers being lost or stolen we encourage residents to identify their wheeled bins, containers and bags by clearly marking their house number. Residents can present waste and recycling containers for collection the night before the collection day and return their containers from the kerbside as soon as possible following collection.

6.2 It is the responsibility of householder to look after their waste and recycling containers so they are not damaged; for example, not disposing of heavy items such as bricks or rubble in the wheeled bin.

6.3 Replacement containers which have been lost, stolen or damaged are currently provided free of charge. However, if residents either misuse or damage their domestic or garden wheeled bin there will be a charge to replace it.

7.0 Assisted collections (Exemption service)

7.1 An assisted collection is a service the Council offers to residents who:

- live alone; and who cannot put their waste and recycling containers out at the edge of their property or at the kerbside for collection due to the following reasons:
- age,
- infirmity,
- illness or disability

An assisted collection permits qualifying residents to have their waste and recycling containers collected and returned from an agreed place on their property; and is only available if there is no one else in the household who is able to do this.

7.2 To arrange assisted collection residents should contact the Council. This service is only for those who meet the criteria. To support a request for the service an appropriate officer may ask to see evidence and make enquiries of the applicant to ensure the criteria is met. This may include a visit or phone call to discuss and ascertain whether the criteria is met. Any information provided will be treated in accordance with the Data Protection Act.

7.3 We undertake regular reviews of the properties on our assisted collection list; this ensures only those qualifying for the service receive it. This is done either over the phone or by a personal visit by an appropriate officer, once every two years. In some cases it may be necessary to undertake a visit to the property to satisfy the authority that the criterion is being met.

8.0 Other wastes including; bulky Item, clinical waste and special collections

8.1 Bulky items

Bulky items such as furniture or large appliances can be collected by prior arrangement with the Council. Items must be left outside at the front of the property in an accessible manner for collection. Concessions are offered to those residents in receipt of Housing benefit, Council Tax benefit, or Income Support. To arrange a bulky waste collection please contact the Council, the contact details are on page 13.

For current charges and concessionary rates please refer to the website address:

http://www.nwleics.gov.uk/pages/bulky_waste

For more information regarding which bulky items are accepted or not accepted for collection, please follow the link provided here:

http://www.nwleics.gov.uk/files/documents/list_of_acceptable_items_01_04_08_pdf/List_of_Acceptable_Items_01.04.08.pdf.htm

8.2 Clinical waste

Those residents who have a medical condition which produces clinical waste can arrange for this to be collected by the Council. Yellow bags for waste contaminated with blood or other bodily fluids or dedicated yellow sharps containers for medical syringes can be collected.

Your hospital/health care provider will contact the Council to arrange collection of the yellow bags. For dedicated yellow sharps containers which are provided by your GP or pharmacist, residents need to contact the Council once they have 6 or more full yellow sharps containers. Residents can arrange clinical waste collections by contacting the Council. The yellow bags are supplied by the NHS and not the Council.

The collection day for clinical waste is on a Tuesday and all requests need to be made by midday on the preceding Monday. We ask residents not to present clinical waste on the kerbside, due to the nature of the material, instead leave it in a place as arranged with the Council. Clinical waste needs to be left out for collection by 0600 on the collection day.

8.3 Special collections

Businesses who have an accumulation of waste, including fly-tipped waste on their land can arrange special collections – prices are on application by emailing the Council's Trade Waste Collection Service at refuse@nwleicestershire.gov.uk

9.0 Policy review details

This policy does not have a fixed review date and is subject to ongoing review.

From time to time minor changes to the policy may be required to account for potential changes to operational practices or for practical reasons.

If the change is deemed to have a minor effect on District residents the policy will be amended by the Director of Services in consultation with the Portfolio Holder.

For changes to the policy which the Director of Services in consultation with the Portfolio Holder considers will have a significant impact on residents of the District then these changes will be presented to Cabinet for their approval.

Any changes will be summarised and a notice placed on the relevant pages of the Council's website.

910.0 Contact details

Email: customer.services@nwleicestershire.gov.uk

Website: <http://www.nwleics.gov.uk>

Follow us for waste and recycling information on:



Address:

North West Leicestershire District Council
Council Offices
Whitwick Road
Coalville
Leicestershire
LE67 3FJ

Appendix 1 – Summary of Changes to Existing Practice

This new waste policy is aimed at:

- providing a single document covering all existing and proposed policies

New policy detail	Rationale
<p>4.1 Waste and recycling containers need to be presented on the edge of the property next to the public highway on the day of collection by 0600. Residents are able to find out their collection day by following the link provided here: http://my.nwleics.gov.uk/my-property-finder?address</p> <p>4.3 For unadopted or private roads the Council will collect and return containers to where the private road meets the highway and where it is safe to do so. Properties serviced by unadopted or private roads and have shared access will present their containers next to the public highway at dedicated communal bin storage areas or at a specific collection point agreed by the Council.</p>	<p>To provide clarity in terms of collection points to reduce reports of non-collections; and</p> <p>To provide clarity to rural properties where shared access causes confusion and where it results in NWLDC vehicles traversing private roads the consequences of which are that:</p> <ul style="list-style-type: none"> • It costs time and fuel to travel down shared access • Difficulties in manoeuvring increasing risk of incidents and accidents • Creates liability issues if damage is sustained to private drives • Provide clarity to developers
<p>4.9 If a report of non-collection is made and the Council's collectors were at fault the Council will return to empty a waste or recycling container presented on time and correctly by the end of the next working day.</p> <p>4.10 If the Council was not at fault, the householder will have the following options:</p> <ul style="list-style-type: none"> • Present waste or recycling containers on the next scheduled collection. Side waste will be collected by agreement. • Dispose of the waste at a Household Waste Recycling Centre (HWRC). Locations of the Ashby, Coalville, and Shepshed HWRC's can be found at: http://www.nwleics.gov.uk/pages/recycling 	<p>To reduce the time and significant cost (fuel and staffing) associated with returning to properties who do not present their bins on time. This can also cause delays to the rounds being completed on time.</p>

<p><u>sites</u></p> <ul style="list-style-type: none"> • In exceptional circumstances the Council may return 	
<p>5.1 “The Council’s policy is to supply new households with between 1 and 3 people with a single 180 litre bin. This is smaller than the current 240 litre supplied. This is to encourage residents to recycle more and reduce waste to landfill.”</p> <p>5.2 “An option to upgrade to a 240 litre refuse bin for households of 4 or more permanent residents will be permitted at no charge.”</p>	<p>This policy is designed to reduce waste to landfill and applies to new households and any replacement bins that may be issued following the introduction of this revised policy</p>

Appendix 21 – Waste Collection Commitment



**North West Leicestershire District Council's
commitment to a good waste and recycling service**

We are committed to providing waste and recycling services which are good value for money and which meet the needs of our residents.

This means we will:

- 1** explain clearly what services you can expect to receive;

- 2** provide regular collections;

- 3** provide a reliable collection service;

- 4** consider any special requests that individual households may have;

- 5** design our services and carry out collections in a way that doesn't produce litter;

- 6** collect as many materials for recycling as we can and explain to you what happens to them;

- 7** explain clearly what our service rules are and the reasons for them;

- 8** tell you in good time if we have to make changes to your services, even temporarily;

- 9** respond to complaints we receive about our services; and

- 10** tell all our residents about this commitment to collecting waste.

Signed Alison Smith Date 19 Nov 2019

Name Councillor Alison Smith

Position Portfolio Holder for Environment



NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

CABINET – 21 OCTOBER 2014

Title of report	SMALL COMMUNITY GRANTS
Key Decision	a) Financial No b) Community Yes
Contacts	Councillor Alison Smith MBE 01530 835668 alison.smith@nwleicestershire.gov.uk Director of Services 01530 454555 steve.bambrick@nwleicestershire.gov.uk Head of Community Services 01530 454832 john.richardson@nwleicestershire.gov.uk
Purpose of report	To seek members approval to amend the one off community grants scheme and approval processes
Reason for Decision	To ensure an effective and efficient small grant fund for community bodies following application
Council Priorities	Homes and Communities Value For Money
Implications:	
Financial/Staff	All measures are to be met from within existing resources with efficiency savings to be made from stream lining application and approval processes
Link to relevant CAT	Not Applicable
Risk Management	Not applicable
Equalities Impact Assessment	Not Applicable
Human Rights	None Discernible
Transformational Government	Reducing the application form and speeding up the decision making process is beneficial to communities

Comments of Head of Paid Service	Report is satisfactory
Comments of Section 151 Officer	Report is satisfactory
Comments of Monitoring Officer	Report is satisfactory
Consultees	Former grant recipients Portfolio Holder
Background papers	Minutes of Cabinet 10 December 2013 Minutes of Cabinet 11 February 2014
Recommendations	<p>CABINET IS RECOMMENDED TO:</p> <ol style="list-style-type: none"> 1) IMPLEMENT THE NEW SMALL COMMUNITY GRANT SCHEME; 2) CONCLUDE THE GRANTS REVIEW WORKING PARTY; AND 3) DELEGATE AUTHORITY TO THE DIRECTOR OF SERVICES IN CONJUNCTION WITH THE PORTFOLIO HOLDER TO AWARD SMALL COMMUNITY GRANTS

1.0 BACKGROUND

- 1.1 The Council has a one off community grant scheme offering small grants to community groups and organisations that meet the application criteria.
- 1.2 As part of the 2014/15 budget process Cabinet considered a number of options and opportunities for savings to contribute to the savings target for the Council. The community grants scheme was considered as part of that process. However, due to a reduced amount of savings being required Cabinet agreed to retain the scheme but undertake a review in order to ensure it was operating efficiently for community groups and the Council. Cabinet agreed to cease the operation of the Grants Review Working Party (GRWP) pending the outcome of this review.
- 1.3 The one off community grants scheme has been reviewed by considering the following:
- feedback from past recipients which requested speedier turnaround of decisions and a simpler application process; and
 - internal discussions with officers and the Portfolio Holder, who wanted to ensure value for money and efficiency for the Council.

1.4 No one off grants have been issued to date this year, whilst the changes to the existing scheme have been considered.

1.5 No changes are proposed to the Coalville Special Expenses one off grant scheme.

2.0 PROPOSED CHANGES TO EXISTING SCHEME

2.1 It is proposed that the grant scheme is amended as follows:

- promoted as the Small Community Grants scheme
- increase the maximum amount per grant from £450 to £500
- require that all grant requests must demonstrate 50% match funding
- introduce a simplified application form and reduced amount of supporting documentation
- applications should be for new and innovative projects
- organisations successfully receiving a grant are able to apply again after two years

2.2 Approval processes will be streamlined by:

- concluding the GRWP; and
- delegating authority to the Director of Services in conjunction with the Portfolio Holder to award small community grants .

3.0 RESOURCE IMPLICATIONS

3.1 Concluding the GRWP will save time and resources in production of reports and the holding the quarterly meetings. This will also speed up the approvals process for community groups as minutes of the GRWP are currently required to be approved by Cabinet.

3.2 It should be recognised that the GRWP has contributed to the success of the one off community grants scheme and the Chairman and members are thanked for their contributions.

3.3 The approved revenue budget for the grants scheme in 2014/15 is £12,300.

3.4 The Small Community Grants scheme will be administered by the Community Focus Team and grant requests will be presented to the Director of Services on a monthly basis who will liaise with the Portfolio Holder and seek approval.

4.0 NEXT STEPS

4.1 Subject to Cabinet approval, it is proposed that from 1 November 2014 the scheme will be re-publicised with awards made throughout the course of the financial year.

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Likely to contain exempt information under paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Agenda Item 11.

Document is Restricted

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