



Scan the code above or visit www.nwleics.gov.uk/meetings for a full copy of the agenda.

Meeting	CABINET
Time/Day/Date	5.00 pm on Tuesday, 12 January 2021
Location	Remote Meeting using Microsoft Teams
Officer to contact	Democratic Services (01530 454512)

AGENDA

Item	Pages
1. APOLOGIES FOR ABSENCE	
2. DECLARATION OF INTERESTS	
Under the Code of Conduct members are reminded that in declaring disclosable interests you should make clear the nature of that interest and whether it is pecuniary or non-pecuniary.	
3. PUBLIC QUESTION AND ANSWER SESSION	
4. MINUTES	
Minutes of the meeting held on 8 December 2020	3 - 8
5. COUNCIL TAX BASE 2021-22	
Report of the Strategic Director of Housing and Customer Services Presented by the Corporate Portfolio Holder	9 - 18
6. EXEMPTIONS FROM THE CONTRACT PROCEDURE RULES IN Q2 2020/21	
Report of the Chief Executive Presented by the Corporate Portfolio Holder	19 - 30
7. DISEWORTH VILLAGE DESIGN STATEMENT - RESPONSE TO CONSULTATION	
Report of the Strategic Director of Place Presented by the Planning and Infrastructure Portfolio Holder	31 - 36

8. AWARD OF ASBESTOS INSPECTION CONTRACT

Report of the Strategic Director of Housing and Customer Services
Presented by the Housing, Property and Customer Services Portfolio Holder

37 - 42

9. 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. Members are reminded that they must have regard to the public interest test and must consider, for each item, whether the public interest in maintaining the exemption from disclosure outweighs the public interest in making the item available.

10. HRA PROPERTY ACQUISITIONS AND DISPOSALS

Report of the Strategic Director of Housing and Customer Services
Presented by the Housing, Property and Customer Services Portfolio Holder

43 - 52

Circulation:

Councillor R Blunt (Chairman)
Councillor R Ashman (Deputy Chairman)
Councillor R D Bayliss
Councillor T Gillard
Councillor N J Rushton
Councillor A C Woodman

MINUTES of a meeting of the CABINET held in the Remote Meeting using Microsoft Teams on
TUESDAY, 8 DECEMBER 2020

Present: Councillor R Blunt (Chairman)

Councillors R Ashman, R D Bayliss, T Gillard, N J Rushton and A C Woodman

In Attendance: Councillors D Harrison

Officers: Mrs B Smith, Mr J Arnold, Mr A Barton, Mrs T Bingham, Miss E Warhurst,
Mr T Delaney, Ms C Proudfoot, Mr P Sanders and Mrs M Scott

58. APOLOGIES FOR ABSENCE

There were no apologies for absence.

59. DECLARATION OF INTERESTS

There were no declarations of interest.

60. PUBLIC QUESTION AND ANSWER SESSION

No public questions were received.

61. MINUTES

Consideration was given to the minutes of the meetings held on 10 November and 26 November 2020.

It was moved by Councillor N Rushton, seconded by Councillor T Gillard and

RESOLVED THAT

The minutes of the meetings held on 10 November and 26 November 2020 be confirmed as an accurate record of the proceedings.

Reason for decision: To comply with the constitution.

62. GENERAL FUND AND SPECIAL EXPENSES REVENUE BUDGET PROPOSALS FOR 2021/22

Councillor N Rushton presented the report, as amended in the additional papers. The report set out the proposals for the General Fund and Special Expenses Budget for 2021/22 and asked Cabinet to endorse them for statutory consultation, before final approval by Cabinet and Council in February 2021.

Key features of the proposals included:

- A projected surplus of £49,000 on the draft General Fund Budget, this was better than previously anticipated due to deferral of local government funding reforms to April 2022 due to COVID-19.
- Staff salary increases were only included for those staff earning below £24,000 a year in line with recent Government Spending Review.
- Reduced income from planning fees, car parking charges and the sale of recyclable materials, partly due to the impact of COVID-19 on these income streams.
- The rebasing of the Journey to Self Sufficiency savings with the Year 1 programme targets of £570,000 included for the following year.

- Six new service development proposals including, continuation of food waste trials, additional expenditure on monitoring of air quality and installation of surveillance cameras to assist in detecting fly-tipping following a request by Members at Corporate Scrutiny Committee on 11 November 2020.
- The twelfth consecutive year without a rise in the Council's portion of Council Tax, although more income would still be collected due to housing growth in the District, alongside growth in Business rates.
- The receipt of two years' worth of historic reward payments under the New Homes Bonus scheme and a new bonus payment, totalling £660,000 more received than had been anticipated.
- £330,000 in additional funding had been received from Government to mitigate the financial pressures of COVID-19.
- The draft Special Expenses Budget included proposed increases in the precept for the next financial year to fund planned maintenance, the phasing out of the Localisation of Council Tax Support Grant and to maintain a balanced position.

It was advised that funding estimates would be revised following approval of the council tax and business rates bases in January 2021 and receipt of the provisional Local Government Finance Settlement.

Members spoke in support of the proposals set out in the report. In particular the ability of the self-sufficiency fund to respond to any unforeseen pressures, the proposal to keep the District's portion of Council Tax frozen, and the service development proposals in Community Services which were praised as important work that would hugely benefit the District and its communities.

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

RESOLVED THAT CABINET

- 1) Agrees the 2021/22 General Fund and Special Expenses Budget Proposals for statutory consultation; and
- 2) That the Assurance Statement by the Section 151 Officer be noted.

Reason for decision: Required as part of the 2021/22 budget process.

63. DRAFT HOUSING REVENUE ACCOUNT BUDGET PROPOSALS FOR 2021/22

Councillors N Rushton and R Bayliss presented the report. The report asked Cabinet to agree the Housing Revenue Account Budget proposals for 2021/22 for statutory consultation, before final approval by Cabinet and Council in February 2021.

Key features included:

- The draft budget showed a projected surplus of £229,000 surplus.
- The proposal to increase rents by 1.5% in line with the Government's National Rent Increase Policy, equating to an average increase of £1.66 a week.
- A new Tenancy Support Officer role as part of a new approach to supporting tenants in managing arrears.
- The passing on of savings in service charges to tenants for services such as grounds maintenance that were unable to be carried out due to the first COVID-19 lockdown.
- A £3.7 million transfer to the capital programme to support acquisition, build and maintenance of new and existing council homes.
- The Housing Revenue Account continued to have adequate reserves and continued to maintain the £13 million set aside for the redemption of self-financing loans, which were due for repayment in March 2022.

Following queries by Members, the Head of Finance advised that the £13 million set aside for redemption of self-financing loans left £58 million outstanding of the original £71.7 million.

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

RESOLVED THAT CABINET

- 1) Note the Assurance Statement by the Section 151 Officer; and
- 2) Approve the Draft HRA Budget Proposal, including the 1.5% rent increase, as detailed in the report and associated appendices for consultation.

Reason for decision: Required to enable officers to consult with tenants on the changes to the HRA budgets.

64. 2021/22 - 2025/26 DRAFT CAPITAL PROGRAMMES

Councillor N Rushton presented the report, setting out the proposed capital spending plan of £32 million for 2021/22 and a further £61 million between 2022 and 2016. To be agreed by Cabinet for statutory consultation, followed by final approval by Cabinet and Council in February 2021.

Key features included:

- £10 million on the continued building of the new leisure facility.
- Nearly £1.4 million combined on the Future High Street Funding expenditure, subject to success in the bid sent to government.
- There were no items included on the draft Special Expenses Capital Programme.
- The draft Housing Revenue Account Capital Programme was £11.8 million, including £4.5 million on the Home Improvement Programme, £5 million on the New Housing Supply programme, and a new £250,000 provision for a Carbon Zero Programme.

Members spoke in support of the proposals. The plan to invest £50,000 for the installation of a gate at Breedon Church was praised as an achievement resulting from collaboration across all levels of local government to help reduce anti-social behaviour.

Thanks were also expressed to all staff in the finance teams, and particularly the Head of Finance, for their hard work on behalf of the Council, the outcomes of which were demonstrated in the funds available to make a direct impact in people's lives.

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

RESOLVED THAT CABINET

- 1) Notes the estimated General Fund and Housing Revenue Account (HRA) Capital Outturn for 2020/21 and planned financing in Appendices A and B
- 2) Approves for consultation the Draft Capital Programmes in 2021/22 detailed in:
 - Appendix A: General Fund Capital Schemes
 - Appendix B: HRA Capital Schemes and in 2022/23, these schemes only.
 - £526,000 for the Vehicle replacements as detailed in Paragraph 5.10
- 3) Notes the proposed procurement routes in respect of vehicles, equipment and plant and delegates the authority to award these contracts and any associated

agreements furtherance of the project to the relevant Strategic Director, in consultation with the relevant portfolio Holders, subject to the final approval of the Capital Programmes in May 2021

Reason for decision: To enable projects to be included in the programmes for consultation.

65. REQUEST FOR WAIVER OF THE CONTRACT PROCEDURE RULES TO INSTRUCT PARLIAMENTARY AGENT

Councillor R Ashman presented the report. As legislation relating to Phase 2B of HS2 was likely to be considered by Parliament in mid to late 2021 it was considered appropriate that Parliamentary Agent services be sought so the Council would be represented at this initial stage and beyond.

The report set out the role of a Parliamentary Agent, and the reason why a Waiver of the Contract Procedure Rules was required to award a contract for Parliamentary Agent services directly to Sharpe Pritchard LLP.

Members spoke in support of the proposals, although the costs were not insignificant there were sufficient funding available from the named reserves and it was important that the Council be represented when the legislation was considered by Parliament.

It was moved by Councillor R Ashman, seconded by Councillor N Rushton and

RESOLVED THAT CABINET

Agrees to waive the Standing Orders at Clause 5 of the Contract Procedure Rules in order that a contract for the provision of Parliamentary Agent Services in relation to HS2 be directly awarded to Sharpe Pritchard LLP.

Reason for decision: To waive the Council's Contract Procedure rules in order that a direct award of a contract to Sharpe Pritchard LLP to provide Parliamentary Agent Services in relation to HS2 can be made.

66. AIR QUALITY UPDATE

Councillor D Harrison was welcomed to the meeting and presented the recommendations put together by the Air Quality Task and Finish Group and approved by Community Scrutiny Committee at its meeting on 25 November 2020, found at Appendix 2 of the report. In doing so, he highlighted the cross-party nature of the work and the importance of further air quality monitoring as a means to improve the health outcomes of the people living in the District.

Councillor A Woodman then presented the report, referencing the background of the report, the work undertaken by the Air Quality Task & Finish Group and Community Scrutiny Committee, the Leicestershire Air Quality and Health Action Plan 2020-2024 recently agreed by Leicestershire County Council's Cabinet and the proposed Air Quality Delivery Plan.

Thanks were expressed to the work undertaken by Scrutiny and it was proposed to accept the majority of the recommendations set out in Appendix 2, with the exception of the specific sites for extra monitoring named in the fourth of the Scrutiny Committee's recommendations.

It was moved by Councillor A Woodman, seconded by Councillor R Ashman and

RESOLVED THAT CABINET

- 1) Notes the Report on the Future Provision of Air Quality.
- 2) Accepts the recommendations made by Community Scrutiny Committee listed in Appendix 2, with the exception of the specified locations for additional monitoring in the fourth recommendation. With monitoring of PM_{2.5} to instead be agreed and delivered in a more strategic approach under the direction of the Public Health team.
- 3) Adopts the Air Quality Delivery Plan in Appendix 5, subject to Council Approval at its Meeting in February 2021.
- 4) Recommend that Council approve the costs identified in the financial implications and resources in the Budget for 2021/22 & future years.

Reason for decision: Following Cabinet on 10 December 2019, the Environmental Protection team agreed to return to a future Cabinet meeting with an update on the air quality delivery review including the proposed delivery plan.

67. EXCLUSION OF PRESS AND PUBLIC

It was proposed by Councillor T Gillard, seconded by Councillor A Woodman and

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.

68. NEWMARKET REFURBISHMENT CONTRACT UPDATE

Councillor A Woodman presented the report, which updated Cabinet on the work undertaken on refurbishment of the Newmarket site since Cabinet had considered the issue on 23 July 2020, and set out the proposed actions to progress the project.

The report also set out that the Chairman of the Council had agreed to a waiver of call-in on the decision, so that the proposed actions could be commenced in a timely manner

Members spoke in support of the proposals as an appropriate course of action given the current circumstances surrounding the site.

It was moved by Councillor A Woodman, seconded by Councillor R Blunt and

RESOLVED THAT CABINET

Agrees the recommendations as set out in the report.

Reason for decision: The reason for this decision(s) is to allow the Council to complete the works on site.

The meeting commenced at 5.05 pm

The Chairman closed the meeting at 6.00 pm

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

CABINET – TUESDAY, 12 JANUARY 2021



Title of Report	COUNCIL TAX BASE 2021-22	
Presented by	Councillor Nicholas Rushton Corporate Portfolio Holder	
Background Papers	<u>Review of the Medium Term Plans – Cabinet 29 September 2020</u>	Public Report: Yes
	<u>General Fund and Special Expenses Revenue Budget Proposals for 2021/22 – Cabinet 8 December 2020</u> <u>Council Tax Base 2020/21 – Cabinet 14 January 2020</u>	Key Decision: Yes
Financial Implications	These are set out in section 2 of the report.	
	Signed off by the Section 151 Officer: Yes	
Legal Implications	None identified.	
	Signed off by the Monitoring Officer: Yes	
Staffing and Corporate Implications	None identified.	
	Signed off by the Head of Paid Service: Yes	
Purpose of Report	To determine the Council Tax Base and advise members of the process for calculating the NNDR amounts due to the Council for the 2021/22 Financial Year.	
Reason for Decision	Statutory requirement to facilitate the setting of Council Tax for the forthcoming Financial Year.	
Recommendations	<p>1. THAT THE CALCULATION OF THE COUNCIL TAX BASE FOR EACH PARISH AND SPECIAL EXPENSE AREA FOR THE FINANCIAL YEAR 2021/22. AS SHOWN IN APPENDIX 2 TO THE REPORT, BE APPROVED AND RECOMMENDED TO COUNCIL FOR ADOPTION.</p> <p>2. THAT CABINET NOTE THAT, IN ACCORDANCE WITH THE LOCAL AUTHORITIES (CALCULATION OF COUNCIL TAX BASE) (ENGLAND) REGULATIONS 2012 SI 2012/2914, THE AMOUNT CALCULATED BY NORTH WEST</p>	

	<p>LEICESTERSHIRE DISTRICT COUNCIL AS ITS COUNCIL TAX BASE FOR THE FINANCIAL YEAR 2021/22 SHALL BE 34,798.</p> <p>3. THAT CABINET NOTE THAT THIS IS THE FIRST YEAR THAT NO COUNCIL TAX SUPPORT GRANT WILL BE PAID TO EACH TOWN AND PARISH COUNCIL AS DETAILED IN APPENDIX 3.</p> <p>4. THAT CABINET NOTE THAT THE SECTION 151 OFFICER HAS DELEGATED AUTHORITY TO SUBMIT THE CALCULATIONS OF NON DOMESTIC RATING INCOME AND OTHER AMOUNTS REQUIRED BY THE GOVERNMENT BY 31 JANUARY EACH YEAR.</p>
--	---

1.0 BACKGROUND

- 1.1 The Local Government Finance Act 1992 requires that the calculation of the Council Tax Base and NNDR for the financial year 2021/22 be determined by no later than 31 January 2021. This is a necessary component in the setting of the 2021/22 Council Tax and Business Rates.
- 1.2 The work to estimate the council's Council Tax Base have been undertaken and are presented within this report for approval.
- 1.3 The calculations that feed into the NNDR base are typically carried out by Revenues and Benefits Partnership shortly before the 31 January deadline to ensure figures are as up to date as possible. In view of the timing, Cabinet have previously delegated authority to the Section 151 Officer to approve and submit the NNDR 1 form for 2021/22.

2. FINANCIAL IMPLICATIONS

- 2.1 The Council Tax Base is a measure of the relative taxable capacity of the District, as shown in Appendix 1, and of each of part of the District as shown in Appendix 2. It is expressed as the equivalent number of Band D properties in each area. The Council Tax Base multiplied by the Band D Council Tax gives the total Council Tax receivable for the forthcoming financial year.
- 2.2 The budget requirement of this Authority, and of its Precepting Authorities, to be met by the Council Tax charge divided by the Council Tax Base figure to arrive at the level of Council Tax to be levied on a Band D property in order to generate that amount of Council Tax income. The actual levy in properties in other Bands is calculated on a pro-rota basis using the following ratios:

Band A = 6/9 of Band D
 Band B = 7/9 of Band D
 Band C = 8/9 of Band D
 Band D = 9/9 of Band D
 Band E = 11/9 of Band D
 Band F = 13/9 of Band D
 Band G = 15/9 of Band D
 Band H = 18/9 of Band D

- 2.3 Where the precept relates to only part of the District (i.e. Parish Precepts and Special Expenses) the appropriate Council Tax Base of the part (as shown in Appendix 2) is used. Accordingly, all Precepting Authorities will be informed of their appropriate Council Tax Base for 2021/22 once the Council Tax Base has been determined.

3.0 CALCULATION OF COUNCIL TAX BASE AND IMPACT OF COVID-19 ON ESTIMATES

- 3.1 The Council Tax Base calculation for the financial year 2021/22 has been carried out in accordance with the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012. Appendix 1 shows the actual number of Band D equivalent properties of the Council Tax Base as at 30 November 2020 by Council Tax band.

Growth Estimates

- 3.2 Growth estimates in respect of the number of new properties liable for council tax have also been included. These properties have been identified and monitored by the Council's Planning Policy team and the Revenues and Benefits Partnership, and included in the Council Tax Base calculation at parish level at assumed bandings, before conversion to Band D equivalents. The estimated growth is 603 Band D properties or 1.7%. This is lower than the growth forecast for 2020/21 of 786 (2.3%) due to the forecast impact on the housing market due to the COVID pandemic. The estimated growth by band can be found in Appendix 1.
- 3.3 A bad debt provision of 2.5% of the base and growth has been applied to allow for non-collection and banding appeals. The provision has been increased from 2% to 2.5% to reflect the expectation that the level of bad debts will increase following the fallout of the pandemic. This targeted level is consistent with the collection rate achieved in 2019/20 of 97.6%. It is higher than the forecast collection rate to be achieved in 2020/21 of 96.1% as we are expecting collection rates to recover to 2019/20 levels during 2021/22.
- 3.4 The adjusted figures for each Parish and Special Expense area are set out in Appendix 2. The respective Council Tax Base for each Parish and Special Expense area is used as a basis for charging Special Expense and Parish Precepts to the Council Tax payers of the appropriate parts of the District.

Local Council Tax Support Scheme (LCTS)

- 3.5 An estimate for the number of households likely to be claiming LCTS is included in the council tax base calculation each year.
- 3.6 Because of COVID-19, the number of people claiming LCTS has increased in 2020/21. The increase in claimants has been covered by a 'Hardship Grant' from central government. This £545k grant was paid to Councils early on in the financial year to reduce claimants bills nil and support additional claimants.
- 3.7 For 2021/22 the forecast increase in LCTS demand has reduced the council tax base by 38 Band D equivalents. The financial impact to the Council is £6k less in Council Tax.
- 3.8 As part of the provisional Local Government Finance Settlement announcements made on 17 December, the Secretary of State announced a new Local Council Tax Support grant for Local Authorities to support them in meeting the expected increase in LCTS claimants in 2021/22.

- 3.9** The grant for NWL is £103k. Although no decisions have yet been made, this funding could be used to continue the Hardship Fund into 2021/22 and thereby reduce the payments from existing and new claimants to a smaller value or to nil. It is important to note that the Council will need to work with the other precepting councils, since plans for use of grant allocations for each council will need to be aligned. Further work will be undertaken early in the New Year.

Local Council Tax Support Grant to Parish and Town Councils

- 3.10** In 2013/14, the Government replaced Council Tax Benefit Subsidy grant with Council Tax Support grant but replaced the level of funding by around 10% for 2013/14. The grant was intended to pay for the Council Tax Support Discounts in the 2013/14 year only. Town and Parish Councils did not receive the Government grant in their own right and the District Council has passed on to them an element of its own funding to compensate them for the Council Tax Discounts in the form of the Local Council Tax Reduction/Support Scheme grant. The Council has received no funding from central government for this since 2013/14 but has continued to support the Special Expenses, Town and Parish Councils with this grant.
- 3.11** Members have previously agreed to reduce this grant to Town and Parish Councils by approximately 25 percent per annum over a four year period between 2017/18 – 2020/21 (agreed as part of the Medium Term Financial Strategy presented to Cabinet on 11 October 2016). 2021/22 therefore this is the first year of no grant funding being provided to Town and Parish Councils. The table is presented for information, in Appendix 3.

Local Council Tax Support Grant to Special Expenses Accounts

- 3.12** The Special Expenses accounts also received a grant in relation to the Localisation of Council Tax Support its in entirety until 2020/21. It was agreed as part on the 2020/21 budget setting process to reduce the grant by approximately 25 percent per annum over a four year period between 2021/22-2024/25.

Town and Parish Precepts

- 3.13** Appendix 4 shows the estimated Town and Parish Councils Precepts, recommended grants and total actual funding available for 2020/21 and estimated funding available for 2021/22. Although the estimates of the Precepts for 2021/22 reflect changes in the tax base, no increase in the council tax level has been assumed. Town and Parish Councils as independent bodies can increase their own levels of council tax in order to increase their precept. This table is therefore indicative only, as (at the time of writing this report) we are yet to receive full and final details of precept increases from Town and Parish Councils.

4 NATIONAL NON-DOMESTIC RATES (BUSINESS RATES)

- 4.1** The funding system for Local Government from April 2013 includes the 'localisation' of business rates. As part of the Government's business rates distribution formula, North West Leicestershire District Council has previously retained 40% of all business rates collected within the District, with 9% to Leicestershire County Council, 1% to the Fire Authority, and the remaining 50% known as the "central share" to Central Government. There is however also a complex system of "top-ups", "tariffs" and "levies" which results in the as a "tariff" authority being required to pay a 50% level on its 40% of additional business rates back to Central Government. Due to the existence of the Leicester and Leicestershire Business Rates Pool, this levy payment is instead retained and combined with other levy funds from other Councils in the County and subsumed into the Leicester and Leicestershire Economic Partnership (LLEP).

- 4.2 On 25 November 2020, the Chancellor of the Exchequer set out what the government will spend in 2021/22 through the spending review. The Chancellor confirmed that there will be a fundamental review of the business rates system and a will report will be published in Spring 2021. There will not be a reset of the business rates baseline in 2021/22
- 4.3 Local Authorities are required to provide details of expected Business Rates income for the following year to the Government by 31 January and this is done on a form called NNDR 1. As business rates income has become a fundamental part of the new funding system for Local Government, the Ministry of Housing, Communities and Local Government (MHCLG) requires a “NNDR 1” form to be formally approved. The expectation is that the approval process is to be in line with approval of the Council Tax Base.
- 4.4 The calculations that feed into the NNDR 1 form are carried out by Revenues and Benefits Partnership shortly before the 31 January deadline to ensure figures are as up to date as possible. The Section 151 Officer has the appropriate delegation in place to approve and submit the form confirming the amount of business rates to be collected in 2021/22 and will do so on or before the 31 January 2021 deadline.

Policies and other considerations, as appropriate	
Council Priorities:	The council tax base assists the Council to achieve all its priorities.
Policy Considerations:	Not applicable
Safeguarding:	Not applicable
Equalities/Diversity:	Not applicable
Customer Impact:	Not applicable
Economic and Social Impact:	Not applicable
Environment and Climate Change:	Not applicable
Consultation/Community Engagement:	Not applicable
Risks:	Controls are in place to ensure the correct calculation of the Council Tax Base.
Officer Contact	Tracy Bingham Head of Finance and S151 Officer tracy.bingham@nwleicestershire.gov.uk

APPENDIX 1

COUNCIL TAX BASE

BAND	RATIO TO BAND D	NUMBER OF BAND D EQUIVALENTS AS AT 03 December 2020	Plus ESTIMATED GROWTH FOR 2021/22	Less NON COLLECTION RATE 0.025	COUNCIL TAX BASE 2021/22
A	6/9	4,814	12	121	4,705
B	7/9	8,828	144	224	8,748
C	8/9	6,054	43	152	5,945
D	9/9	6,057	129	155	6,031
E	11/9	5,272	182	136	5,318
F	13/9	2,510	106	65	2,551
G	15/9	1,465	23	37	1,451
H	18/9	89	5	2	92
TOTALS		35,089	644	892	34,841

**COUNCIL TAX BASE
PARISH AND SPECIAL EXPENSES AREAS**

Parish / Special Expense Area	Council Tax Base	
	2020/2021	2021/2022
APPLEBY MAGNA	528	526
ASHBY DE LA ZOUCH	5,932	5,998
ASHBY WOULD'S	1,381	1,412
BARDON	10	10
BELTON	304	307
BREEDON-ON-THE-HILL	441	449
CASTLE DONINGTON	2,573	2,621
CHARLEY	76	77
CHILCOTE	57	55
COALVILLE	6,550	6,584
COLEORTON	573	573
ELLISTOWN AND BATTLEFLAT	846	840
HEATHER	367	365
HUGGLESCOTE AND DONINGTON LE HEATH	1,732	1,826
IBSTOCK	2,337	2,328
ISLEY WALTON-CUM-LANGLEY	32	31
KEGWORTH	1,275	1,292
LOCKINGTON-CUM-HEMINGTON	241	241
LONG WHATTON AND DISEWORTH	798	783
MEASHAM	1,701	1,681
NORMANTON-LE-HEATH	63	66
OAKTHORPE, DONISTHORPE AND ACRESFORD	878	881
OSGATHORPE	208	208
PACKINGTON	400	409
RAVENSTONE WITH SNIBSTON	1,020	1,030
SNARESTONE	135	139
STAUNTON HAROLD	64	63
STRETTON-EN-LE-FIELD	20	19
SWANNINGTON	467	470
SWEPSTONE	267	262
WHITWICK	2,719	2,697
WORTHINGTON	590	598
TOTALS	34,585	34,841

APPENDIX 3

TOWN/PARISH GRANTS 2016/17-2021/22

PARISH	Grant	Grant	Grant	Grant	Grant	Grant
	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
APPLEBY MAGNA	938.00	938.00	703.50	469.00	234.50	-
ASHBY DE LA ZOUCH	24,763.00	24,763.00	18,572.25	12,381.50	6,190.75	-
ASHBY WOULD'S	12,071.00	12,071.00	9,053.25	6,035.50	3,017.75	-
BARDON	-	-	-	-	-	-
BELTON	787.00	787.00	590.25	393.50	196.75	-
BREEDON-ON-THE-HILL	875.00	875.00	656.25	437.50	218.75	-
CASTLE DONINGTON	4,717.00	4,717.00	3,537.75	2,358.50	1,179.25	-
CHARLEY	182.00	182.00	136.50	91.00	45.50	-
CHILCOTE	-	-	-	-	-	-
COALVILLE	-	-	-	-	-	-
COLEORTON	185.00	185.00	138.75	92.50	46.25	-
ELLISTOWN & BATTLEFLAT	2,757.00	2,757.00	2,067.75	1,378.50	689.25	-
HEATHER	1,053.00	1,053.00	789.75	526.50	263.25	-
HUGGLESCOTE & DONINGTON LE HEATH	6,356.00	6,356.00	4,767.00	3,178.00	1,589.00	-
IBSTOCK	7,499.00	7,499.00	5,624.25	3,749.50	1,874.75	-
ISLEY WALTON -CUM-LANGLEY	27.00	27.00	20.25	13.50	6.75	-
KEGWORTH	2,919.00	2,919.00	2,189.25	1,459.50	729.75	-
LOCKINGTON CUM HEMINGTON	346.00	346.00	259.50	173.00	86.50	-
LONG WHATTON & DISEWORTH	594.00	594.00	445.50	297.00	148.50	-
MEASHAM	8,908.00	8,908.00	6,681.00	4,454.00	2,227.00	-
NORMANTON-LE-HEATH	-	-	-	-	-	-
OAKTHORPE, DONISTHORPE &	4,011.00	4,011.00	3,008.25	2,005.50	1,002.75	-
OSGATHORPE	191.00	191.00	143.25	95.50	47.75	-
PACKINGTON	-	-	-	-	-	-
RAVENSTONE WITH SNIBSTON	3,250.00	3,250.00	2,437.50	1,625.00	812.50	-
SNARESTONE	-	-	-	-	-	-
STAUNTON HAROLD	-	-	-	-	-	-
STRETTON-EN-LE-FIELD	-	-	-	-	-	-
SWANNINGTON	2,122.00	2,122.00	1,591.50	1,061.00	530.50	-
SWEPSTONE	-	-	-	-	-	-
WHITWICK	15,535.00	15,535.00	11,651.25	7,767.50	3,883.75	-
WORTHINGTON	685.00	685.00	513.75	342.50	171.25	-
Totals	100,771.00	100,771.00	75,578.25	50,385.50	25,192.75	-

ESTIMATED PARISH PRECEPTS

PARISH	2020/21 Actual Precept	2020/21 Grant	2020/21 TOTAL BUDGET	Estimated Parish Precept available for 2021/22	2021/22 Grant	2021/22 Estimated Total Budget
APPLEBY MAGNA	18,765.50	234.50	19,000.00	18,694.00	0.00	18,694.00
ASHBY DE LA ZOUCH	484,882.00	6,190.75	491,072.75	490,277.00	0.00	490,277.00
ASHBY WOULD'S	116,013.00	3,017.75	119,030.75	118,617.00	0.00	118,617.00
BARDON	0.00	0.00	0.00	0.00	0.00	0.00
BELTON	28,500.00	196.75	28,696.75	28,781.00	0.00	28,781.00
BREEDON-ON-THE-HILL	26,000.00	218.75	26,218.75	26,472.00	0.00	26,472.00
CASTLE DONINGTON	366,352.00	1,179.25	367,531.25	373,186.00	0.00	373,186.00
CHARLEY	4,500.00	45.50	4,545.50	4,559.00	0.00	4,559.00
CHILCOTE	0.00	0.00	0.00	0.00	0.00	0.00
COALVILLE	0.00	0.00	0.00	0.00	0.00	0.00
COLEORTON	14,348.00	46.25	14,394.25	14,348.00	0.00	14,348.00
ELLISTOWN & BATTLEFLAT	67,040.00	689.25	67,729.25	66,565.00	0.00	66,565.00
HEATHER	13,190.00	263.25	13,453.25	13,118.00	0.00	13,118.00
HUGGLESCOTE & DONINGTON LE HEATH	118,001.00	1,589.00	119,590.00	124,405.00	0.00	124,405.00
IBSTOCK	198,850.00	1,874.75	200,724.75	198,084.00	0.00	198,084.00
ISLEY WALTON -CUM-LANGLEY	436.00	6.75	442.75	422.00	0.00	422.00
KEGWORTH	113,516.00	729.75	114,245.75	115,030.00	0.00	115,030.00
LOCKINGTON CUM HEMINGTON	14,500.00	86.50	14,586.50	14,500.00	0.00	14,500.00
LONG WHATTON & DISEWORTH	41,033.00	148.50	41,181.50	40,262.00	0.00	40,262.00
MEASHAM	117,116.00	2,227.00	119,343.00	115,739.00	0.00	115,739.00

PARISH	2020/21 Actual Precept	2020/21 Grant	2020/21 TOTAL BUDGET	Estimated Parish Precept available for 2021/22	2021/22 Grant	2021/22 Estimated Total Budget
NORMANTON-LE-HEATH	0.00	0.00	0.00	0.00	0.00	0.00
OAKTHORPE, DONISTHORPE & ACRESFORD	57,997.25	1,002.75	59,000.00	58,195.00	0.00	58,195.00
OSGATHORPE	4,932.86	47.75	4,980.61	4,933.00	0.00	4,933.00
PACKINGTON	22,508.00	0.00	22,508.00	23,014.00	0.00	23,014.00
RAVENSTONE WITH SNIBSTON	55,019.00	812.50	55,831.50	55,558.00	0.00	55,558.00
SNARESTONE	10,000.00	0.00	10,000.00	10,296.00	0.00	10,296.00
STAUNTON HAROLD	206.00	0.00	206.00	203.00	0.00	203.00
STRETTON-EN-LE-FIELD	0.00	0.00	0.00	0.00	0.00	0.00
SWANNINGTON	27,688.00	530.50	28,218.50	27,866.00	0.00	27,866.00
SWEPSTONE	22,699.00	0.00	22,699.00	22,274.00	0.00	22,274.00
WHITWICK	280,352.00	3,883.75	284,235.75	278,084.00	0.00	278,084.00
WORTHINGTON	20,640.00	171.25	20,811.25	20,920.00	0.00	20,920.00

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

CABINET – TUESDAY, 12 JANUARY 2020



Title of Report	EXEMPTIONS FROM THE CONTRACT PROCEDURE RULES IN Q2 2020/21	
Presented by	Councillor Nicholas Rushton Corporate Portfolio Holder	
Background Papers	Procurement Policy Note (PPN 01 20)	Public Report: Yes
		Key Decision: No
Financial Implications	Contracts being entered into within current budgets.	
	Signed off by the Section 151 Officer: Yes	
Legal Implications	An exemption is being made from the Councils Contract Procedure Rules and the Public Contracts Regulations 2015. Legal and procurement advice has been sought in the preparation of this report.	
	Signed off by the Monitoring Officer: Yes	
Staffing and Corporate Implications	Agile ICT enables staff to work from home during pandemic.	
	Signed off by the Deputy Head of Paid Service: Yes	
Purpose of Report	To report to Cabinet exemptions given to the Contract Procedure Rules by Statutory Officers	
Reason for Decision	To note the exemptions as required by the Constitution	
Recommendations	CABINET NOTES THE EXEMPTIONS MADE BY STATUTORY OFFICERS TO THE CONTRACT PROCEDURE RULES	

1.0 BACKGROUND

1.1 When procuring any new contract the Councils Contract Procedure Rules set out how this should be done. Where a contract is £25,000 or more a competitive tender is required.

1.2 There are circumstances when a competitive tender is not possible or practical. If the circumstances fall under one of the following titles the Statutory Officers, in agreement, have the ability to exempt the procurement from the CPRs, allowing for a direct award to the contractor of choice:

1.2.1 Only one supplier is available for technical or artistic reasons; and

1.2.2 Extreme urgency exists for unforeseen reasons which are not attributable to the Council and the various time limits cannot be met.

1.3 Each time an exemption is sought a comprehensive report is needed to document why this procurement falls under one of the titles. An exemption report is compiled and approval sought from statutory officers. All approvals are then reported to cabinet on a quarterly basis

2.0 COVID 19

2.1 The Covid 19 pandemic has required rapid response decisions and implementation of contracts at short notice. Government have issued Procurement Policy Note (PPN 01 20) to remind Councils that the use of PCR2015 Regulation 32 permits the award of contracts without competition in unforeseen emergencies and our own CPR's (3.1.1b) reflect this. Actions that could be considered to compliantly expedite the procurement process are as follows;

- direct award due to extreme urgency;
- direct award due to absence of competition or protection of exclusive rights;
- call off from an existing framework agreement or dynamic purchasing system;
- call for competition using a standard procedure with accelerated timescales;
- extending or modifying a contract during its term.

Recommended procedure

- If the contract value is under 25K then this can be approved by Head of Service – An officer decision record should be completed
- If the contract is over 25k. In the first instance contact procurement for advice who will advise the most appropriate route to procure, and all the above options will be considered.
- Where direct award is made without competition an exemption form must be completed and signed
- Where accelerated timescales are required for a competition, contact procurement for advice
- Where a contract extension or modification is required, in the first instance contact procurement for advice who will advise the most appropriate route to procure, and all the above options will be considered.
- **Note: All exemption forms have to be signed off by Head of Paid Service, S151 Officer and Monitoring Officer (or any of their deputies).**

3.0 AGILE ICT

3.1 In order that Council staff have the same ICT provision working from home as they would have in the office, our ICT team needed to purchase numerous items of equipment including monitors cabling, docking stations and engineering support to install these. Whilst there was insufficient time for a full competitive tender, thorough market testing was undertaken whereby quotes were obtained from [4] potential providers. A clear leading provider was identified who not only could supply everything required in one place, but also at the best value.

3.2 An exemption was granted by statutory officers on the basis of extreme urgency and a contract was awarded to ACS Limited. See annex 1.

4.0 PAYROLL AND HR SOFTWARE

- 4.1** The Council have had a contract with Midland HR, due to expire in August 2021. This is a specific piece of software into which the council invested a lot financially and in time into implementing the software and hr and payroll data. It is not possible to buy an 'off the shelf' payroll software. Any software needs to be bespoke to the Councils critical areas. Only Midland HR as the incumbent provider would be able to provide a compatible system as it is currently set up.
- 4.2** An exemption was granted by statutory officers on the basis only one supplier is available for technical reasons and a contract awarded to Midland HR. See annex 2.

5.0 COUNCIL CHAMBER TEAMS ROOM

- 5.1** As a result of Covid, with very little time to prepare, the Councils ICT team had to facilitate virtual committee. An initial set up was adequate but issues of feedback, latency, echo and lack of fluidity during the meetings meant that an upgrade was desperately needed to provide a reliable and functional environment conducive to productive work.
- 5.2** At the time the Council was working with ACS Limited on their agile ICT system. They had already proven to offer extremely good value for money and reliable and trustworthy.
- 5.3** There was insufficient time to run a competitive tender and also an exemption was granted by statutory officers on the basis of extreme urgency and a contract was awarded to ACS Limited. See annex 3.

Policies and other considerations, as appropriate	
Council Priorities:	Not applicable.
Policy Considerations:	Not applicable.
Safeguarding:	Not applicable.
Equalities/Diversity:	Not applicable.
Customer Impact:	Not applicable.
Economic and Social Impact:	Not applicable.
Environment and Climate Change:	Not applicable.
Consultation/Community Engagement:	Not applicable.
Risks:	Not applicable.
Officer Contact	Elizabeth Warhurst Head of Legal and Commercial Services elizabeth.warhurst@nwleicestershire.gov.uk

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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

CABINET – 12 JANUARY 2021

Title of Report	DISEWORTH VILLAGE DESIGN STATEMENT	
Presented by	Councillor Robert Ashman Planning and Infrastructure Portfolio Holder	
Background Papers	Diseworth Village Design Statement Report to Cabinet – 9 June 2020 Planning Practice Guidance Consultation responses to draft Diseworth Village Design statement	Public Report: Yes
		Key Decision: No
Financial Implications	None identified. The cost of consultation has been met from existing resources	
	Signed off by the Section 151 Officer: Yes	
Legal Implications	Legal considerations were considered in the drafting of the report	
	Signed off by the Monitoring Officer: Yes	
Staffing and Corporate Implications	None identified	
	Signed off by the Deputy Head of Paid Service: Yes	
Purpose of Report	To consider the responses to the consultation exercise in respect of the revised Village Design Statement for Diseworth and to consider whether it should be adopted as a Supplementary Planning Document.	
Reason for Decision	The preparation of a Supplementary Planning Document is a Cabinet function.	
Recommendations	THAT CABINET RECOMMEND TO THE LOCAL PLAN COMMITTEE THAT THE REVISED DISEWORTH VILLAGE DESIGN STATEMENT BE ADOPTED AS A SUPPLEMENTARY PLANNING DOCUMENT SUBJECT TO THE CHANGES HIGHLIGHTED AT APPENDIX A OF THIS REPORT.	

1. BACKGROUND

- 1.1 Members will recall that the 9 June 2020 meeting of Cabinet considered a report in respect of request from Long Whatton and Diseworth Parish Council to adopt a revised Village Design Statement (VDS) for Diseworth as a Supplementary Planning Document (SPD).
- 1.2 Cabinet agreed to ask the Local Plan Committee to undertake consultation on the proposed revised VDS. This was agreed by the Local Plan Committee at its meeting of 29 July 2020.

2.0 CONSULTATION ON THE REVISED VILLAGE DESIGN STATEMENT

- 2.1 The revised VDS was subject to consultation between 17 August and 28 September 2020.

- 2.2 The consultation was notified by e-mail or letter to a range of stakeholders from the database of consultees held by the Planning Policy team. In addition, the consultation was included on the Planning Policy pages of the Council's website.
- 2.3 In total seven responses were received to the consultation. A summary of the comments received together with the suggested responses is included at Appendix A of this report.
- 2.4 Only one response of any significance was received. This raised concerns regarding the appropriateness of parts of the revised VDS when compared to government guidance as set out in the Planning Practice Guidance. Officers considered that these comments were not unreasonable and therefore put forward to the Parish Council some changes to the wording at pages 2 and 4. The Parish Council has confirmed its acceptance of these proposed changes as set out in Appendix A of this report.

3.0 NEXT STEPS

- 3.1 In terms of governance, formulation of an SPD is an Executive function but adoption is a Council function which has been delegated to the Local Plan Committee.
- 3.2 Therefore, Cabinet are asked to request the Local Plan Committee to approve the VDS as a SPD subject to the change outlined above at paragraph 2.4.

Policies and other considerations, as appropriate	
Council Priorities:	Our communities are safe, healthy and connected
Policy Considerations:	The draft VDS has been assessed against both the adopted Local Plan and the Council's Design SPD and is considered to comply with their provisions.
Safeguarding:	None identified
Equalities/Diversity:	An Equalities Impact Assessment will need to be undertaken before the VDS can be adopted as SPD. This will be done prior to going to Local Plan Committee.
Customer Impact:	The principal impact would be upon those submitting planning applications in Diseworth as they would need to take in to account the VDS.
Economic and Social Impact:	The VDS has been prepared by the Parish Council with input from the local community. As such it represents the aspirations of the local community as to how future developments should look.
Environment and Climate Change:	The VDS seeks to ensure that the local environment is taken in to account when designing new developments
Consultation/Community Engagement:	The VDS has been subject to consultation both before and after it was submitted to the council
Risks:	None identified
Officer Contact	Chris Elston Head of Planning and Infrastructure chris.elston@nwleicestershire.gov.uk

Respondent	Comments	NWLDC Response
Cadwallader family (Andrew Granger & Co)	The draft VDS inappropriately provides commentary on the appropriate location for development within the village. This is a matter for an adopted development plan document, or a neighbourhood plan, not the VDS. The draft VDS goes beyond the scope of a good local design guide as set out in the NPPG. There is a risk that the VDS will conflict with a possible future revision of the North West Leicestershire Local Plan that included Land at Grimes Gate within the Diseworth Limits to Development. The draft VDS should be amended to remove all commentary about the location of development within the village.	<p>The particular concern highlighted relates to statements regarding the Limits to Development at page 4 of the proposed revised VDS. The Planning Practice Guidance identifies that local design guides “<i>set out the general design principles and standards that development proposals should follow in the area, building on policies in the development plan.</i>” It goes on to state that “<i>They are most effective when used alongside other relevant design tools to assess the design quality of proposed schemes</i>” (Paragraph 005 Reference ID: 26-005-20191001).</p> <p>From this, it is clear that local design guides such as VDS is concerned with shaping the quality of development as opposed to being concerned with the principles of development.</p> <p>Previous guidance from the Countryside Commission stressed that a VDS “<i>is about managing change in the village, not preventing it</i>”. As proposed, the wording could be construed as seeking to prevent change.</p> <p>In view of the above, it is agreed that it would, therefore, be appropriate to reword the second recommendation at page 4 to state:</p> <p>“The view of the local community is that it would wish to see <u>new development restricted to within the Limits to Development of Diseworth in the adopted Local Plan (or any new Local Plan)</u> the existing countryside around Diseworth protected against inappropriate development.”</p>

Respondent	Comments	NWLDC Response
		<p>At page 2 of the proposed revised VDS, it states that the VDS is aimed at</p> <p><i>“developers, architects, designers, and builders, to inform them of local views on design, materials and location of new and adapted buildings”</i></p> <p>In view of the considerations above it would be appropriate to amend this state:</p> <p><i>“developers, architects, designers, and builders, to inform them of local views on design, <u>and</u> materials and location of new and adapted buildings”</i></p>
	Amend text at the final paragraph on page 3 of the draft VDS to include the phrase ‘unless material considerations indicate otherwise’.	Planning applications are to be determined in accordance with the development plan unless material considerations indicate otherwise. Therefore, it is not considered necessary to make this change as it is already enshrined in legislation. The VDS as drafted is not considered to be unreasonable.
	Subject to the changes which are being sought, the remaining provisions of the draft VDs are endorsed and in particular its approach to development densities, heritage, housing mix, local character and highways considerations.	Noted
Canal & River Trust	The Plan area does not include any waterways or associated infrastructure owned or operated by the Trust. No comments.	Noted
Castle Donington Parish Council	This is a very comprehensive document. No further comments.	Noted
Environment Agency	No comments	Noted
Leicestershire CC Minerals	There is a small Sand and Gravel Mineral Consultation Area (MCA) just to the north of Diseworth. Policy M11 of	Noted

Respondent	Comments	NWLDC Response
	the Leicestershire Minerals and Waste Local Plan aims to prevent potential mineral reserves from being sterilised by non-mineral development. Due to the Diseworth Village Design Statement not proposing any specific development, the County Planning Authority does not have any further comments to make.	
Natural England	NE offers the following as general advice; <ul style="list-style-type: none"> • Recommends the use of Landscape Character Assessments • National Character Area profiles are useful guidance documents • Design statements can usefully promote improvements in green infrastructure. NE has relevant guidance • Design statements should reference and reflect biodiversity assets in the immediate area, drawing on relevant guidance • Community engagement should inform the formulation of design guidance 	Noted
Coal Authority	No specific comments	Noted

This page is intentionally left blank

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

CABINET – TUESDAY, 12 JANUARY 2021



Title of Report	AWARD OF ASBESTOS INSPECTION AND REMOVAL CONTRACT	
Presented by	Councillor Roger Bayliss Housing, Property and Customer Services Portfolio Holder.	
Background Papers	None	Public Report: Yes (with confidential appendix)
		Key Decision: Yes
Financial Implications	This procurement will cover expenditure over a 4-year period. The services procured will be demand-led and funded from the current 2020-21 budget and indicative budgets for 2021-22, 2022-23, 2023-24 and 2024/25 which are subject to Council approval in February 2021.	
	Signed off by the Section 151 Officer: Yes	
Legal Implications	Advice on procurement has been sought from the Corporate Procurement Officer and Legal Services.	
	Signed off by the Monitoring Officer: Yes	
Staffing and Corporate Implications	There are no direct staffing implications. This proposal supports Council compliance responsibilities.	
	Signed off by the Deputy Head of Paid Service: Yes	
Purpose of Report	To seek Cabinet approval to procure contractor services in support of Housing operations over the next four years.	
Reason for Decision	The level of expenditure on the proposed contract exceeds the authority level in the Scheme of Delegation.	
Recommendations	THAT CABINET: APPROVES THE PROCUREMENT OF AN ASBESTOS SURVEYS CONTRACTOR AND AN ASBESTOS REMOVAL CONTRACTOR TO THE TWO COMPANIES REFERRED TO IN 2.3 AS A DIRECT AWARD. BOTH CONTRACTS ARE FOR 4-YEAR PERIODS IN SUPPORT OF HOUSING OPERATIONS SUBJECT TO COUNCIL APPROVAL OF FUNDING IN FEBRUARY 2021.	

1.0 BACKGROUND

- 1.1 The Council has circa 4,200 homes, some of which contain asbestos.
- 1.2 As a landlord, the Council has a duty under the Control of Asbestos Regulations 2012 to manage asbestos and ensure any asbestos containing materials (ACMs) within its housing stock do not present a hazard to its tenants, their visitors, or those undertaking works in the properties on the Council's behalf that will disturb, or are likely to disturb asbestos.
- 1.3 In fulfilling its duties, the Council commissions essential services of specialist contractors to identify, track, monitor, remove and dispose of ACMs as part of its Asbestos Management Plan. The information gained is then used to inform operational decisions across all the services planned, cyclical, reactive, empty homes and New Build programmes.
- 1.4 The contract with the Council's current asbestos surveys contractor expires on 16 February 2021 and with its asbestos removal contractor on 2 July 2021. It is proposed to procure new contracts to ensure the continued delivery of these essential services for the next four years

2.0 PROPOSED PROCUREMENT

- 2.1 Efficiency East Midlands' EEM0024 Asbestos Framework is a UK-compliant procurement route that the Council has previously used to procure our current asbestos removal contractor. The procurement will be a call-off under Lot 2 of this Framework - Asbestos Removal, Remediation and Disposal. The proposal is to repeat the same process to re-procure an asbestos removal contractor and to use Lot 1 of the same Framework – Asbestos Surveys and Analytical Services to procure an asbestos surveys contractor.
- 2.2 The Framework commenced on 19 May 2020 with the Contract Award Notice covering both Lots published in the Official Journal of the European Union on 5 June 2020.
- 2.3 Tender evaluation for both lots was based on the 60% Quality: 40% Price. Appendix 1 includes tables 1 & 2 showing the six successful providers for Lot 1 and six for Lot 2 that were judged to have satisfied all the necessary qualifying criteria and to have achieved the highest scores against the evaluation criteria. It is proposed to select McHale Contracts & Plant Environmental LLP for Lot 1 and European Asbestos Services for Lot 2. The appendix is confidential as it contains commercially sensitive information.

3.0 FINANCIAL IMPLICATIONS

- 3.1 Estimated annual housing service expenditure is £110,000 (£440,000 over the 4 year contract period) for asbestos surveys and £100,000 (£400,000 over the 4 year contract period) for asbestos removal. Both figures consider annual spend over the last two years and the scope and nature of housing programmes for those two years compared to same programmes planned for the next four years.
- 3.2 Based on current predictions, both contracts will be funded from existing approved and indicative budgets for the proposed 4-year contract periods. The indicative budgets are included in the budget process and subject to Council approval in February 2021.

Policies and other considerations, as appropriate	
Council Priorities:	<ul style="list-style-type: none"> - Support for businesses and helping people into local jobs - Developing a clean and green district - Local people live in high quality, affordable homes
Policy Considerations:	Contract Procurement Rules within Constitution
Safeguarding:	None identified
Equalities/Diversity:	No direct implications identified
Customer Impact:	Successful procurement of both an asbestos surveys contractor and an asbestos removal contractor will ensure essential Housing operations proceed without interruption.
Economic and Social Impact:	No direct implications identified
Environment and Climate Change:	The procurements will ensure the Council continues to meet its responsibilities in managing asbestos within its homes and, where removed, in its correct disposal.
Consultation/Community Engagement:	None identified
Risks:	All risks have been mitigated by officers.
Officer Contact	Amanda Harper Housing Management Team Manager amanda.harper@nwleicestershire.gov.uk

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank