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Meeting	<b>CABINET</b>
Time/Day/Date	5.00 pm on Tuesday, 2 March 2021
Location	Remote Meeting using Microsoft Teams
Officer to contact	Democratic Services (01530 454512)

## AGENDA

Item	Pages
<b>1. APOLOGIES FOR ABSENCE</b>	
<b>2. DECLARATION OF INTERESTS</b>	
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.	
<b>3. PUBLIC QUESTION AND ANSWER SESSION</b>	
<b>4. MINUTES</b>	
To confirm the minutes of the meetings held on 25 January and 2 February 2021.	<b>3 - 10</b>
<b>5. COALVILLE REGENERATION</b>	
Report of the Strategic Director of Place Presented by the Leader of the Council	<b>11 - 20</b>
<b>6. RECYCLE MORE UPDATE AND ACTION PLAN</b>	
Report of the Strategic Director of Place Presented by the Community Services Portfolio Holder	<b>21 - 50</b>
<b>7. PUBLIC SPACE PROTECTION ORDER</b>	
Report of the Strategic Director of Place Presented by the Community Services Portfolio Holder	<b>51 - 58</b>

**8. AUTHORITY TO AWARD GREEN HOMES GRANT PHASE 1B  
IMPROVEMENT PROGRAMME CONTRACT 2021**

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

**59 - 66**

**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. THE RECOVERY OF OUR LEISURE CENTRES AND THE PARTNERSHIP  
CONTRACT WITH EVERYONE ACTIVE**

Report of the Strategic Director of Place  
Presented by the Community Services Portfolio Holder

**67 - 86**

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, 2 FEBRUARY 2021

Present: Councillor R Blunt (Chairman)

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

In Attendance: Councillors

Officers: Mrs B Smith, Mr J Arnold, Mr A Barton, Mrs T Bingham, Miss E Warhurst, Miss A Wright, K Hiller and Mr T Delaney

## **82. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

## **83. DECLARATION OF INTERESTS**

In accordance with the Code of Conduct, Members declared the following interests:

Councillor N Rushton declared a pecuniary interest in item 12 - A Review of the Council's Car Parking Service and Action Plan, as a landowner and car park operator within the District, and that he would leave the meeting when this item was considered.

## **84. PUBLIC QUESTION AND ANSWER SESSION**

No public questions were received.

## **85. MINUTES**

Consideration was given to the minutes of the meeting held on 12 January 2021. It was noted that there a minor error in the minutes in relation to the figure for the Council Tax Base.

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

RESOLVED THAT

The minutes of the meeting held on 12 January 2021 be agreed as an accurate record of the proceedings, subject to the correction of the Council Tax Base figure from 34,798 to 34,841.

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

## **86. GENERAL FUND AND SPECIAL EXPENSES REVENUE BUDGETS PROPOSALS FOR 2021/22**

Councillor N Rushton presented the report which set out the General Fund and Special Expenses Revenue Budget proposals for 2021/22, requested Cabinet to note the assurance statement by the Section 151 Officer and recommended these budgets to Council for approval.

Since Cabinet's consideration of the draft General Fund Budget on 8 December 2020, there had been increases in the projected surplus to £1.1 million for a variety of reasons including additional funding through the provisional settlement, additional business rates funding, and additional car parking income arising from another report on the agenda.

It was proposed and supported by Members that the £6,500 provision for litter picking be enhanced to £15,000 in order to allow each Parish and Town Council (including Coalville Special Expenses) to be allocated £576 for the supply of equipment. Supporting volunteer litter pickers was highlighted as a positive and sensible solution to an ongoing problem across the District.

It was moved by Councillor N Rushton, seconded by Councillor A Woodman and

#### RESOLVED THAT

Cabinet note the Assurance Statement by the S151 Officer; and recommends to full Council that it:

- 1) Approves the amended General Fund Fees and Charges as detailed in Appendix B, subject to the inclusion of additional funding for litter picking, taking this budget to £15,000.
- 2) Approves the General Fund Revenue Budget for 2021/22 as summarised in Appendix C, subject to the inclusion of additional funding for litter picking, taking this budget to £15,000;
- 3) Approves the Special Expenses Revenue Budget for 2021/22 as summarised in Appendix D;
- 4) Freezes the District's Council Tax in 2021/22; and
- 5) Requires the budgeted surplus income over expenditure in 2021/22 to be transferred to the Self Sufficiency Reserve

**Reason for decision:** To enable the Council to set a balanced budget for 2021/22 as required by statute.

#### 87. HOUSING REVENUE ACCOUNT (HRA) BUDGET FOR 2021/22

Councillor N Rushton presented the report, setting out the Housing Revenue Account (HRA) Budget for 2021/22. The report requested Cabinet note the Assurance Statement of the Section 151 Officer and recommend Council's approval for the proposed rents and charges, and the HRA Budget for 2021/22.

It was noted that since consideration of the draft HRA Budget on 8 December 2020, the projected surplus had reduced by roughly £200,000 to a projected balanced position with a £35,000 surplus. This was resulting from a number of areas in the report where expenditures would increase. It was noted and welcomed that the planned £13 million for redemption of maturity loans remained.

Members spoke in support of the proposals and welcomed the seeking of feedback from the Tenant Scrutiny Panel, the Tenant and Leaseholder Consultation Forum, and the Corporate Scrutiny Committee. It was highlighted that all tenants had been invite to respond to the consultation on the draft budget through the monthly magazine InTouch, and as there had only been two responses, this suggested an overall satisfaction with the services provided.

A discussion was also held regarding the overall fall in complaints and demand for repairs. In addition to the impacts of the COVID-19 Pandemic identified in the report, it was suggested that greater investment in recent years had led to better quality housing and therefore greater tenant satisfaction.

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

**RESOLVED THAT**

- 1) Cabinet note the assurance statement by the S151 officer;
- 2) Council be recommended to approve the following changes to rents and charges for 2021/22:
  - a. Increase Council House rents by up to 1.5%, as set out in the Draft Budget in December.
  - b. Reduce Fees and Charges by an average of 3.1% as set out in Appendix C,
  - c. Reduce Service Charges by an average of 3.5% as set out in Appendix D.
- 3) Council be recommended to approve the Housing Revenue Account Budget for 2021/22 as summarised in Appendix A.

**Reason for decision:** To enable the Council to set a balanced Housing Revenue Account Budget for 2020/21.

**88. 2021/22 CAPITAL STRATEGY AND 2021/22 - 2025/26 CAPITAL PROGRAMMES**

Councillor N Rushton presented the report, setting out the proposed Capital Strategy for 2021/22 and the proposed General Fund and Housing Revenue Account Capital Programmes for 2021/22 to 2025/26.

The General Fund totalled nearly £20 million for 2021/22 including £10 million on the new leisure facility and nearly £1.4 million on Coalville Regeneration projects originally planned as part of the Council's Future High Street Fund bid. The Housing Revenue Account Capital Programme totalled £15.5 million, including £4.5 million on the Council's Home Improvement Programme, £5 million on the Council New Housing Supply Programme, and a new £250,000 for a Zero Carbon programme. There were no items included on the Special Expenses Capital Programme.

Members spoke in support of the proposals, highlighting the carrying forward of any spending delayed by the ongoing impact of the COVID-19 Pandemic.

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

**RESOLVED THAT**

- 1) Council be recommended to approve the 2021/22 capital strategy included in Appendix A, in line with the prudential code;
- 2) The forecast General Fund and HRA Capital Outturn for 2020/21 and planned financing be noted in Appendices B and C;
- 3) Council be recommended to approve the capital programmes in 2021/22 detailed in:
  - Appendix B – The General Fund Capital Programme
  - Appendix C – HRA Capital Schemes
- 4) Cabinet notes the proposed procurement routes in respect of vehicles, equipment and plant and delegates the authority to award these contracts and any associated agreements to the relevant Strategic Director in consultation with the relevant Portfolio Holder, subject to final approval of the capital programmes in February 2021.

**Reason for decision:** To enable projects to be included in the Programmes for approval at Cabinet.

## **89. 2021 - 2026 MEDIUM TERM FINANCIAL PLANS**

Councillor N Rushton presented the report, asking Cabinet to note the Council's Medium Term Financial Plans including the latest positions and projections for the General Fund and Housing Revenue Account. These had been revised since their last consideration by Cabinet in September 2020 to align with final budgets.

Members spoke in support of the proposals, highlighting that it was a testament to the Council's financial management that, despite the heavy impact of COVID-19 over the previous year alongside many other challenges, it was still able to plan sensibly for the years ahead from a stable financial position.

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

RESOLVED THAT

Cabinet note the Council's revised Medium Term Financial Plans.

**Reason for decision:** For Members to have an understanding of the Council's medium term financial outlook.

## **90. INVESTMENT STRATEGY - SERVICE AND COMMERCIAL 2021/22**

Councillor N Rushton presented the report, which set out the Investment Strategy – Service and Commercial 2021/22, and requested Cabinet to recommend it to Council for approval.

The Strategy set out how the Council would support local public services through lending to them or purchasing shares in them for an investment income. Alongside the strategy for the Council's commercial property investments and analysis of current investments.

It was moved by Councillor N Rushton, seconded by Councillor A Woodman and

RESOLVED THAT

Cabinet recommends the Investment Strategy – Service and Commercial 2021/22 for approval by Council on 23 February 2021.

**Reason for decision:** To ensure the Council meets the requirements of the statutory guidance issued by the government in January 2018 under section 15(1)a of the Local Government Act 2003.

## **91. TREASURY MANAGEMENT STRATEGY STATEMENT 2021/22 AND PRUDENTIAL INDICATORS 2021/22-2023/24**

Councillor N Rushton presented the report, which set out the Treasury Management Strategy Statement 2021/22, the Treasury Management Prudential Indicators, and the Annual Minimum Revenue Provision. All of these were compliant with statutory, regulatory and professional requirements with regular reports on treasury management activity presented to the Audit and Governance Committee. The report therefore requested that Cabinet recommend these documents to Council for approval.

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

RESOLVED THAT

The Treasury Management Strategy Statement 2021/22, the Treasury Management Prudential Indicators – revised 2020/21 and 2021/22-2023/24 and the Annual Minimum Revenue Provision be recommended to Council for approval.

**Reason for decision:** To meet the requirements of the Chartered Institute of Public Finance and Accountancy's 'Treasury Management in the Public Services Code of Practice' 2017 Edition (the CIPFA Code).

**92. MINUTES OF THE COALVILLE SPECIAL EXPENSES WORKING PARTY**

Councillor A Woodman presented the report, which presented the minutes of the Coalville Special Expenses Working Party from their meeting on 15 December 2020 for noting.

The report also sought Cabinet approval for the recommendation made at that meeting to invest £4,500 as part of the Asset Management Plan to install CCTV and upgrade the intruder alarm at Scotlands Recreation Ground, in order to combat anti-social behaviour.

Councillor Woodman also wished the local group Friends of Coalville Park success with their funding applications to improve the play equipment offer at Coalville Park, and looked forward to seeing firmed up proposals in the near future on the back of a successful bid

Members spoke in support of the report and minutes, in particular welcoming the new signage placed at the site of the future Coalville and Whitwick Leisure Centre.

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

RESOLVED THAT

Cabinet notes the minutes of the Coalville Special Expenses Working Party at Appendix 1, and approves the recommendations detailed within the minutes and summarised at paragraph 3.0 of the report.

**Reason for decision:** So that the recommendations of the Coalville Special Expenses Working Party can be considered.

**93. A REVIEW OF THE COUNCIL'S CAR PARKING SERVICE AND ACTION PLAN**

Councillor N Rushton left the meeting having declared a pecuniary interest in the item.

Councillor A Woodman then presented the report, which set out a variety of measures with regard to the Council's Car Parking Service. These were set out in the report and proposed Action Plan at Annex A. With the aim of promoting a way forward to meet the needs of residents in the area, protect the provision of car parks, as well as promoting a zero carbon agenda going forward.

It was highlighted that the Council's parking service was important for a wide range of stakeholders including residents, businesses, shoppers, tourists, community groups, and Parish and Town Councils.

Members spoke in support of the proposals, highlighting the importance of providing new electric vehicle charging points going forward. Discussion also focused on the merits on

whether the move to contactless payments raised the possibility of introducing charges on car parks where there were currently none. It was noted that all options had been considered for each car park and introducing charges was also dependent on whether demand was sufficient to then raise sufficient income following any introduction of charges and any subsequent fall in demand.

The comments made by the Community Scrutiny Committee during its consideration of the issue on 25 November 2020 were also welcomed.

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

**RESOLVED THAT**

Cabinet:

- 1) Adopts the action plan for the parking service in Annex A
- 2) Agrees to the changes to the parking arrangements detailed in paragraph 2.4
- 3) Delegates authority to the Strategic Director of Place to make amendments to the parking orders.
- 4) Notes the intention of the Head of Paid Service to commence a review of staffing resources in the Environmental Protection team in line with the review of the car parking service
- 5) Brings to a close parking enforcement contracts with Leicestershire County Council for Ashby and Coalville libraries

**Reason for decision:** To seek approval from Cabinet for the plan as it is a Key Decision.

**Councillor N Rushton left the meeting at 5.37pm**

The meeting commenced at 5.00 pm

The Chairman closed the meeting at 5.43 pm



MINUTES of a meeting of the CABINET held in the Remote Meeting using Microsoft Teams on MONDAY, 25 JANUARY 2021

Present: Councillor R Blunt (Chairman)

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

In Attendance: Councillors

Officers: Mrs B Smith, Mr J Arnold, Mr A Barton, Mrs T Bingham, Miss E Warhurst, Mr C Elston, K Hiller and Mr T Delaney

**79. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**80. DECLARATION OF INTERESTS**

In accordance with the Code of Conduct, Members declared the following interests:

Councillors R Ashman and N Rushton declared non-pecuniary interests in item 3 – Freeport Proposition as board members of the Leicester and Leicestershire Enterprise Partnership.

**81. FREEPORT PROPOSITION**

Councillor R Ashman presented the report and additional papers, which explained the details of what constitutes a Freeport, and set out the proposal for a Freeport in the East Midlands across four key sites. Of these, East Midlands Airport and East Midlands Gateway were within the boundaries of North West Leicestershire. Therefore, the Council's approval via a letter signed by the Leader of the Council was required as part of the proposition.

The report set out detailed financial implications regarding retained business rates growth and planning implications for the Council as the local planning authority, it was also explained that a governance arrangement would be required in the event of approval, which was expected to align with the Development Corporation. Any infrastructure requirements to support the bid would fall under Leicestershire County Council as Highway Authority, working with the Council alongside Nottinghamshire and Derbyshire County Council Highway Authorities, Highways England, and Network Rail

It was noted that there was significant overlap between the partners and boundaries of the Freeport Proposition and those of the the East Midlands Development Corporation, although the East Midlands Intermodal Park site in South Derbyshire was not presently included in the Development Corporation programme.

Members spoke in support of the proposals highlighting the need to support local businesses and growth.

It was moved by Councillor R Ashman, seconded by Councillor R Blunt and

RESOLVED THAT

1. Cabinet endorses, in principle, the submission of a Freeport proposition paper to government for the East Midlands to include the East Midlands Airport and East Midlands Gateway sites; and

2. Approves the Leader providing a commitment of the Council's support and agreement to the proposed Freeport for those areas for which North West Leicestershire District Council has statutory responsibility including planning and business rates to support the delivery of the proposal.

**Reason for decision:** The Freeport proposition for East Midlands Airport has the potential to attract investment and spur local and regional economic growth as well as enhancing international trade. This means new jobs and associated infrastructure to benefit our local residents and communities.

The meeting commenced at 5.00 pm

The Chairman closed the meeting at 5.07 pm

## NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

CABINET – TUESDAY, 2 MARCH 2021



Title of Report	COALVILLE REGENERATION	
Presented by	Councillor Richard Blunt Leader of the Council	
Background Papers	<a href="#">Future High Street Fund Cabinet Paper – March 2020</a>  <a href="#">Coalville Regeneration – Paper To Community Scrutiny Committee 10<sup>th</sup> February 2021</a>	Public Report: Yes
		Key Decision: No
Financial Implications	It is intended to use existing budget resources wherever possible to support delivery of the Coalville regeneration projects. Opportunities will also be explored to attract grant from a broad range of sources to assist with delivery. A Financial provision of £3m is included in the proposed council General Fund Capital Programme budget, (which at the time of writing this report is due for consideration at Council on 23 February 2021) between 2021 and 2023	
	Signed off by the Section 151 Officer: Yes	
Legal Implications	Legal Services have supported the preparation of Coalville Regeneration projects contained within the Future High Streets Fund Bid. Ongoing delivery of the regeneration projects as discussed in this report will require continued support by the internal Legal Team. Some external specialist assistance may be required.	
	Signed off by the Monitoring Officer: Yes	
Staffing and Corporate Implications	Delivery of the Coalville regeneration projects contained within this report will form part of the future workload of the Economic Development and Regeneration Team. Delivery will also require support from Leicestershire County Council and Private Sector landowners.	
	Signed off by the Deputy Head of Paid Service:	
Purpose of Report	To inform Cabinet of the outcome of the Coalville Future High Streets Fund bid made to MHCLG, identify lessons learnt and seek support for the ongoing delivery of regeneration in the town based around the projects and approaches outlined in the report.	
Reason for Decision	The Regeneration of Coalville is a priority in the Corporate Business Plan.	
Recommendations	<b>THAT CABINET:</b>  1. <b>NOTE THE OUTCOME OF THE COALVILLE FUTURE HIGH STREETS FUND BID</b>  2. <b>NOTE THE COMMUNITY SCRUTINY COMMITTEE'S COMMENTS OUTLINED BELOW</b>	

	<b>3. NOTE THE FINANCIAL PROVISION OF £3M IN THE GENERAL FUND CAPITAL PROGRAMME BUDGET TO SUPPORT THE ONGOING REGENERATION OF COALVILLE AS SET OUT IN THIS REPORT</b>
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## **1.0 Introduction**

- 1.1 The Future High Streets Fund (FHSF) was a £1 billion capital and revenue grant fund to be allocated to local authorities on a competitive basis. The FHSF aimed to provide infrastructure investment to help renew and reshape town centres and high streets in a way that improves experience, drives growth and ensures future sustainability.
- 1.2 Towns were invited to bid for up to £25,000,000 of capital funding and the Ministry of Housing, Communities & Local Government (MHCLG) expected Future High Streets Fund investment to fall under the following themes:
  - Investment in physical infrastructure
  - Acquisition and assembly of land including to support new housing, workspaces and public realm
  - Improvements to transport access, traffic flow and circulation in the area
  - Supporting change of use including (where appropriate) housing delivery and densification
  - Supporting adaptation of the high street in response to changing technology
- 1.3 Coalville's FHSF bid was submitted to MHCLG at the end of June 2020 having been prepared by a team comprising NWLDC Officers and an experienced team of multidisciplinary consultants from WYG, Thomas Lister (Land and property development advisors) and Development Economics (economic analysts). Funding for consultancy was provided by MHCLG. The bid sought grant support of roughly £18m towards a programme of interventions with a combined total cost of circa £60m. This report was presented to Community Scrutiny Committee on 10 February 2021 and the committee were invited to feed back their views for Cabinet to consider.
- 1.4 The key points raised by the committee are summarised as follows:
  - Members were disappointed with the outcome of the unsuccessful bid but appreciated the efforts made to put forward a strong bid application.
  - Members gave support for the continued work on the regeneration of Coalville as set out in the report.
  - Community Scrutiny Committee agreed to note the outcome of the Future High Streets Fund bid for Coalville.

## **2.0 Outcome Of The Bid And MHCLG Feedback**

- 2.1 At the point of submission (June 2020) MHCLG indicated that decisions on which bids had been successful in the competitive process would be announced in Autumn 2020. As it transpired, Civil Servants were unable to sift all applications as quickly as anticipated and found the need to seek supplementary information from all bidders in September 2020. The additional information requested for the Coalville bid was provided in accordance with the deadline set.

- 2.2 The outcome of the bidding process was announced by the Minister on 26 December 2020. A total of 101 bids were received with 72 being successful. Unfortunately, Coalville was not included in the list of successful bids.
- 2.3 Unsuccessful bids were offered the opportunity of a feedback session shortly after the Ministerial announcement was made. As a result of queries raised during its first session, the Coalville bid team received two feedback sessions with the second session enabling Civil Servants to provide responses to queries raised earlier by NWLDC Officers.
- 2.4 The key points from the feedback sessions were as follows:
- The Coalville bid cleared the first stage of appraisal which comprised four “gateway” questions (pass/ fail questions)
  - At the second stage of appraisal, Government were seeking to ensure that the benefits that would accrue from their investment would offer good value for money (BCR) [Benefit Cost Ratio – the value of economic, social and health benefits to be derived when set against the investment of public funds required to deliver them]. It was at this stage that the Coalville bid fell.
- 2.5 The BCR calculation applied by Government was to treat itself as a funder of last resort. Private sector contributions identified within bids were deducted from the value of the economic, social and health benefits of the projects in order to determine the benefits that could be attributed to any Government funding. The Coalville bid had a larger than average proportion of private funding, reducing the BCR to below the FHSF threshold for bids to proceed to the final stage of assessment. A number of competitor bids are also understood to have fallen at this stage.
- 2.6 In feedback discussions, the Coalville bid team of officers and independent consultants argued that, whilst the Coalville bid did indeed contain a large proportion of private sector funding, this was not yet fully committed and should be considered “dependant” upon the provision of government grant support. MHCLG recognised this argument but declined to apply it in the context of the FHSF methodology.

### **3.0 Lessons Learnt**

- 3.1 It is important to draw out any lessons learnt from the FHSF bidding process, to build on the experience, and inform and maximise future bidding opportunities. There have been a number of benefits from being involved in the initial stages of the Future High Street Fund bidding process:
- The council now benefits from much closer engagement and involvement with Officers within the Department For Business, Energy and Industrial Strategy (BEIS).
  - Relationships between the private sector partners and NWLDC are strong and persisting and from recent conversations appear likely to result in a number of projects contained within the FHSF bid progressing without grant support.
  - The council has a greater understanding of the benefit cost ratio assessments.
  - There has been a strengthening of understanding with Leicestershire County Council on key infrastructure aspirations for the town centre.
  - Government have a greater awareness of Coalville and particularly its regeneration opportunities and growth potential. This has already led to increased contact from other agencies such as Homes England who are wanting to look more closely at how the town fits with their agendas

- 3.2 Each funding bid process is different, so it is not as easy to transfer all learning from the FHSF bidding process to the next funding regime that becomes available, as the criteria and assessment may differ. However, the relationship and understanding built up at each stage of the FHSF process with MHCLG officials and BEIS will help inform further business case developments and create even stronger bids.
- 3.3 In addition to the above, the Council is also hoping to obtain copies of successful FHSF bids to identify any areas where adopting similar approaches might be possible (albeit recognising that bids are usually structured in a way which is specific to the circumstances of a locality)
- 3.4 The following bullet points summarise initial learning.
- Where permissible and before submitting funding bids, the Council should seek to engage even more intensively with grant regime administrators to obtain detailed written clarification of how specific aspects of the bid would be scored.
  - In particular, it is important to better understand the breakdown of the metrics of individual projects into core cost, minimum grant required, outputs, outcomes, impacts and follow on investment. This information will allow future bids to better reflect the assessment criteria of the funding body.
  - The competitive bid process includes a risk of 'putting all your eggs in one basket'. The Council may wish to mitigate risk by spreading projects in a programme across funding regimes.
  - We are confident that we utilised credible and experienced external consultants and specialist economic advisers, to prepare the Coalville Bid and indeed we understand that these consultants were involved with other bids both successful and unsuccessful. It may however be helpful for future bids to identify additional 'critical friend' support to check and challenge and identifying (if possible) any areas of potential competitive concern or ambiguity within the bid document. It is not clear however that this would have changed the outcome of the FHSF bid and external checking was involved in that process.

#### **4.0 Where Next**

- 4.1 Whilst it is disappointing that the Coalville FHSF bid was unsuccessful, it should be recognised that public sector funding would only have provided 30% of the gross cost of implementing all the projects outlined in the bid. 70% of the required funding was planned to come from the private sector. Prior to submission of the FHSF bid, Officers recognised that the programme was a competitive process and that the Coalville bid might not be successful. Resource was invested into exploring alternative means of development to ensure continuity for regeneration work and to fulfil the corporate priority to regenerate Coalville. We believe this risk management approach has been justified.
- 4.2 Conversations held with private sector partners since the result of the FHSF bid has been known, have shown the depth of relationships that have been built, and that we have a number of projects, primarily private sector funded, which are poised for implementation. Action should be taken by the Council to re-affirm the priority of regeneration in the town and to enable developers to implement their planned investments. By following this approach, it is considered that the private sector developer confidence will be bolstered, allowing them to make investment decisions which will allow the following to be achieved:

##### *Deliverable (No Public Funding Required)*

- A Bowling Alley
- The new vehicular access to the Belvoir Shopping Centre
- Refurbishment and reuse of the former Coop Department Store as a retail space

- Up to 80 new houses on the former needle factory site at Wolsey Road
- Public Realm improvements to the Belvoir Shopping Centre.

*Deliverable (Limited Public Funding Required)*

- Remaining land at Wolsey Road and eastern part of Urban Forest Park accessed and opened up for development.
- Mantle Lane aesthetic improvements.

*Deliverable (As NWLDC Capital Project)*

- The Marlborough Centre purchase and redevelopment.

Note- the delivery of a cinema in Coalville remains a priority, however this sector has seen significant changes in the last year as a result of COVID and further work is needed with the private sector providers before a more detailed proposal can come forward. These discussions have started and whilst at an early stage, our private sector partner is suggesting that a bid to other funding regimes would be their preferred means of unlocking this development.

*Not Currently Deliverable*

- The proposed public realm improvements to High Street, Memorial Square, Mantle Lane and Belvoir Road .

These are unlikely to be able to proceed at the current time with the funding available, but we will continue to develop these projects to become “small shovel ready initiatives” that can either be used to bid for any future grant programmes that become available or delivered as funding presents.

## **5.0 Reaffirming The Strategy**

5.1 We are seeking to re-position Coalville through sustained regeneration, to create a place in which local people wish to spend more of their disposable income creating prosperity and vibrancy. This in turn will attract visitors, thereby further fuelling the local economy.

5.2 Much has already been done or is ongoing such as:

- The construction of the new leisure centre,
- Creation of Newmarket
- Supporting the building owner to refurbish the Red House
- Creation of new high-quality public realm place at Marlborough Square
- Refurbishment of a range of shopfronts within the principle retailing areas.

5.3 To achieve the Coalville Regeneration objective stated within the council’s Corporate Delivery Plan it will be necessary to:

- Continue to seek implementation of those projects contained within the FHSF bid presented to Cabinet in May 2020, (rebranded as the Coalville Regeneration Strategy) recognising that different types of resource will need to be brought to bear on each to ensure delivery.

- Work to deliver within existing and indicative resource allocations.
- Seek to enhance the quality, pace or scale of delivery by bring in additional funding from a broad range of external funding pots.
- Recognise that the job of regenerating Coalville will not end once the current portfolio of projects is delivered and therefore we will seek to develop new projects and to attract further inward investment to help deliver them.

## **6.0 FINANCIAL IMPLICATIONS**

- 6.1 It is proposed to utilise existing resources and funding wherever possible to support implementation of regeneration in Coalville.
- 6.2 A financial provision of £3m is included in the proposed council General Fund Capital Programme budget (which, at the time of writing this report is due for approval in February 2021) between 2021 and 2023, in recognition of this. This funding and it's profile was originally based on the Marlborough Centre and Public Realm projects included in the Future High Streets bid. Both projects were dependent on the utilisation of internal borrowing that in turn contribute to the forecast external borrowing requirement identified in the council's Treasury Management Strategy in 2022/23.
- 6.3 Any draw down against this provision will be subject to prior presentation of a full business case to Scrutiny and Cabinet, and where the funding ask or profile is different to that included in the budget, a separate report will be delivered Council to seek approval of a revised funding package, in line with the finance procedure rules.
- 6.4 Alternative sources of grant funding to support delivery of projects in the Coalville Regeneration Programme will continue to be pursued to enhance the programme.

## **7.0 LEGAL**

- 7.1 A range of legal support to the Coalville Regeneration Programme is likely to be required covering matters such as property acquisition and disposal, compulsory purchase, State Aid/Subsidy Control and Highways legislation. Legal advice and support will be provided by the in-house legal team and specialist external lawyers where needed.



<b>Policies and other considerations, as appropriate</b>	
Council Priorities:	<p>Relevant Council Priorities:</p> <ul style="list-style-type: none"> <li>- <i>Supporting Coalville to be a more vibrant, family-friendly town</i></li> <li>- <i>Support for businesses and helping people into local jobs</i></li> <li>- <i>Developing a clean and green district</i></li> <li>- <i>Local people live in high quality, affordable homes</i></li> <li>- <i>Our communities are safe, healthy and connected</i></li> </ul>
Policy Considerations:	<i>None</i>
Safeguarding:	<i>None</i>
Equalities/Diversity:	<i>None Required At This Stage</i>
Customer Impact:	<i>Investment in the regeneration of Coalville may have a positive impact on the well-being of customers living in the town</i>
Economic and Social Impact:	<i>The aim of regeneration is to improve the physical environment of a place in order to create the climate for further private investment to create jobs and wellbeing. Regeneration normally brings about net positive economic and social impacts.</i>
Environment and Climate Change:	<i>All the projects proposed as part of the Regeneration Programme are involved with renewing the built fabric of Coalville. Replacing or refurbishing old structures and infrastructure with new (built to comply to modern energy performance and environmental standards) can be expected to bring positive environmental and Climate Change benefits.</i>
Consultation/Community Engagement:	<i>Individual projects will be subject to community consultation as part of their preparatory processes</i>
Risks:	<i>Any risks arising will be considered as part of business plans for individual projects.</i>
Officer Contact	<p>Paul Wheatley Interim Regeneration Project Manager Paul.Wheatley@nwleicestershire.gov.uk</p>

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EXTRACT of MINUTES of a meeting of the COMMUNITY SCRUTINY COMMITTEE held in the Remote Meeting using Microsoft Teams on WEDNESDAY, 10 FEBRUARY 2021

Present: Councillor B Harrison-Rushton (in the Chair)

Councillors C C Benfield, A J Bridgen, J Clarke (Substitute for Councillor D Harrison), T Eynon, J Geary, G Houlst, K Merrie MBE and M B Wyatt

Portfolio Holders: Councillors R D Bayliss, R Blunt, T Gillard and A C Woodman

Officers: Mr J Arnold, Mr J Bright, C Colvin, K Hiller, Mr C Lambert, Mr P Sanders, Mr B Walford, Mr P Wheatley, Mrs R Wallace, Ms L Walker and Miss E Warhurst

## **28. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor D Harrison.

The Committee joined the Deputy Chairman in sending their best wishes to Councillor D Harrison who was currently at home recovering from Covid-19.

## **29. DECLARATION OF INTERESTS**

Councillor T Eynon declared a non-pecuniary interest in item 8 – Coalville Regeneration as a volunteer at local radio station Hermitage FM.

Councillor M B Wyatt declared a non-pecuniary interest in item 8 – Coalville Regeneration as a Coalville business owner.

## **35. COALVILLE REGENERATION**

The Regeneration Project Manager presented the report to Members, with the support of Councillor R Blunt, Portfolio Holder and Leader of the Council, who also addressed the Committee.

Members were disappointed with the outcome of the unsuccessful bid but appreciated the efforts made to put forward a strong bid application. Strong support was given by Members to continue to push on with the project and were enthusiastic about the possibility of further funding in the future.

A comment was made in relation to the support given to the owners of the Red House in the town as it had a mixed history that had not been too successful. The Regeneration Project Manager confirmed the support as stated in the report and offered to provide further information outside of the meeting if required.

As result of further discussion, a suggestion was made to consider in the near future, approaching the owners of the Bakery to assist in tidying up the building as it was very untidy and could discourage any development in the vicinity.

Councillor R Blunt thanked officers for their support on the project to date and thanked Members across all political parties for being a critical friend.

It was moved by Councillor B Harrison-Rushton, seconded by Councillor J Clarke and by affirmation of the meeting it was

RESOVLED THAT:

The outcome of the Future High Streets Fund bid for Coalville be noted.

## NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

CABINET – TUESDAY, 2 MARCH 2021



<b>Title of Report</b>	<b>RECYCLE MORE UPDATE AND ACTION PLAN</b>	
<b>Presented by</b>	Councillor Andrew Woodman Community Services Portfolio Holder	
<b>Background Papers</b>	<a href="#"><u>Recycle More was adopted by Cabinet on 9 April 2019.</u></a>	<b>Public Report:</b> Yes
	<a href="#"><u>Policy Development Group on 19 September 2018.</u></a>	<b>Key Decision:</b> Yes
<b>Financial Implications</b>	Financial implications have been embedded within the Medium Term Financial Plan (MTFP).	
	<b>Signed off by the Section 151 Officer:</b> Yes	
<b>Legal Implications</b>	Under the Environmental Protection Act (EPA) 1990 the council has a statutory responsibility to collect household waste from the kerbside, Leicestershire County Council has the responsibility for disposal.	
	<b>Signed off by the Deputy Monitoring Officer:</b> Yes	
<b>Staffing and Corporate Implications</b>	Staffing implications are built into the MTFP and relevant business cases particularly in respect of increasing capacity to deal with food waste collections and meeting the growing number of new builds within the district.	
	<b>Signed off by the Deputy Head of Paid Service:</b> Yes	
<b>Purpose of Report</b>	To update on the progress made during year one of Recycle More.	
<b>Reason for Decision</b>	To allow Cabinet to note the progress that has been made during year one of Recycle More and plans going forward.	
<b>Recommendations</b>	<p><b>THAT CABINET:</b></p> <ol style="list-style-type: none"> <li><b>1. NOTE THE PROGRESS MADE DURING YEAR ONE OF RECYCLE MORE AND THE PLANS GOING FORWARD, AS OUTLINED SECTION TWO AND IN APPENDIX TWO</b></li> <li><b>2. TO APPROVE THE PRINCIPLES FOR THE FUTURE MANAGEMENT OF THE MINI RECYCLING SITES, AS OUTLINED IN SECTION 3</b></li> </ol>	

	<b>3. REQUEST OFFICERS TO REVIEW THE GARDEN WASTE COLLECTION SERVICE AND DURING THIS PERIOD TO INTRODUCE AN INTERIM CHARGE OF £45.00 FOR ADDITIONAL GARDEN WASTE BINS, AS OUTLINED IN SECTION 3</b>
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## **1. BACKGROUND**

1.1 A key task within the North West Leicestershire District Council (NWLDC) Delivery Plan for 2018/19 was to develop a recycling strategy. Recycle More was devised and subsequently adopted by Cabinet on 9 April 2019. It sought to encourage households to recycle more items, more often, increasing dry recycling by 100 tonnes over the next 3 years and generate £500,000 by selling the dry recycling collected from households across the district. Recycle More will support and commit to the delivery of these three objectives.

1.2 The plan's main aim is to increase the recycling rate from the 2018/19 rate of 46.7% to 50% over the following years - 2019/20, 2020/21, 2021/22 and 2022/23. Over the last 5 years the recycling rate has plateaued been between 46.1% and 46.7%.

1.3 Recycle More identified six key themes which are listed below. Each of the themes are incorporated into a yearly action plan which supports Recycle More over four years. This report will detail the progress made during year one – 2019/20.

- 1. Reducing black bin waste**
- 2. Food waste recycling**
- 3. Increasing recycling**
- 4. Employers and employees**
- 5. Changing hearts, minds, and habits**
- 6. Housing growth**

### **1.4 Community Scrutiny Committee**

1.4.1 A report and presentation was presented to Community Scrutiny Committee on 10 February 2021 reflecting the content of this report, confirming the progress made during year one of Recycle More and the plans going forward. At part of this meeting, the committee were invited to feed back their views for Cabinet to consider.

1.4.2. The key points raised by the committee are summarised as follows:

- There should be further promotion of textile recycling at the kerbside as members believe some residents are still unaware of this service.
- Members were clear that the frequency of domestic waste collections should not be reviewed until a food waste collection service is rolled out across the whole district. This approach is in the action plan for Recycle More. Another member didn't support changing the frequency at all and another member made a point regarding those households (especially in rural areas) which rely on solid fuel heating. This generates significant volumes of ash which wouldn't fit in the bin if collections were on a three weekly frequency. Therefore officers explained trials would be conducted first and evaluated.
- One member was concerned regarding reducing black bin capacity for nappies as this could affect vulnerable families. It was confirmed by officers that an Equalities Impact Assessment would be carried out.

- The members supported the introduction of a waste services app, however many of them would like the annual waste collection calendar to be retained.
- Members supported the proposed use of the mini recycling sites for those materials which cannot be recycled at the kerbside such as tetra paks and small electrical items.
- Several members do not support charging for additional garden bins. Officers confirmed a full appraisal of the garden waste collection service would be carried before a report is taken to cabinet in the autumn of this year.
- Members would like further engagement to take place with businesses to achieve zero waste to landfill. Officers confirmed engagement will take place at an appropriate time once the pandemic has eased.
- One member confirmed they are trialling the recycling container trolley and prefer it to the current recycling boxes and bags, as they have to wheel it to a bin collection point, therefore it is much easier and convenient.
- Several members commented about bin collection points on new developments. They believe they don't work as it is inconvenient for residents to carry waste and recycling containers to these points. Officers confirmed they work alongside planning officers regarding waste and recycling collections for proposed new developments.

## **2. SIX KEY THEMES – PROGRESS ACHIEVED (RECOMMENDATION ONE)**

### **2.1 *Reducing black bin waste – “additional capacity for the disposal of nappies will no longer be offered”***

- 2.1.1 As a result of Cabinet adopting Recycle More on 9 April 2019, additional capacity for the disposal of nappies was no longer offered. Subsequently this was updated in the Refuse and Recycling Collections Policy.
- 2.1.2 This policy change was communicated to the Customer Services team, so they were able to inform those customers contacting them requesting additional capacity for the disposal of nappies. The team were also provided with alternative solutions to pass onto customers such as the use of reusable nappies and included a reusable nappy scheme operated by Leicestershire County Council allowing customers to trial a free kit for four weeks.
- 2.1.3 The online form on the council's website was also amended, so that customers were no longer able to request additional capacity for the disposal of nappies. The online form is still available for those customers requesting additional capacity due to a medical condition which gives rise to additional waste such as incontinent pads. This request can also be made via telephone.

### **2.2 *Reducing black bin waste – “removal of additional capacity for nappies from households currently receiving the service”***

- 2.2.1 The intention was to write to those customers who receive additional capacity advising them it would no longer be provided for the disposal of nappies. However due to Covid-19 it was decided this support for young families should remain during these difficult times. Therefore, at an appropriate time when the pandemic has eased, and it is deemed appropriate these customers will be contacted advising them the additional capacity will no longer be provided.

## **2.3 Food waste recycling – “carry out a food waste collection trial with a number of selected households in partnership with Leicestershire County Council (LCC)”**

- 2.3.1 A weekly food waste collection trial was launched in November 2019 for 2,000 households in part of Measham and for the whole of Appleby Magna, Appleby Parva, Chilcote, Newton Burgoland, Snarestone and Sweptstone. The council worked with colleagues at LCC as they have an existing contract with Biogen. Biogen operate an anaerobic digestion facility on the Leicestershire/Warwickshire border. They process and recycle food waste which produces green electricity and a by-product which is used as a bio fertiliser on local farmland.
- 2.3.2 The food waste trial launched successfully and customers on the trial contacted the Waste Services and Customer Services teams to say how pleased they were to receive the service. Also, on the day of the trial starting BBC Radio Leicestershire interviewed the Waste Services Development Officer live regarding the trial. This helped to promote the trial across the district, but also more widely in Leicestershire.
- 2.3.3 Unfortunately, due to Covid-19 the trial was suspended on 18 March 2020 as some staff had to follow stay at home guidance, which meant other staff were redeployed onto the collections of domestic waste and recycling. However, 41.18 tonnes of food waste was collected and recycled when the trial launched on 26 November 2019 until it was paused. This represented a CO2 saving of 30.89 tonnes, rather than if the food waste had been disposed of at landfill.
- 2.3.4 The participation rate of those households using the service, varied between 35.17% - 44.2%. The Waste and Resources Action Programme (WRAP) work with governments, businesses, and communities to improve resource efficient. WRAP calculates levels of participation as:
- Poor participation = less than 35%,
  - Average participation = 35% to 55%
  - Good participation = 55% and above
- 2.3.5 The participation of the trial before it was suspended was classed as “average”. However due to Covid-19, no communication intervention with residents took place. This would have involved placing “no food waste” stickers on residents’ domestic black bins. This encourages those residents who are not engaging and participating with the service to do so, by using it instead of disposing of food waste in the domestic black bin.
- 2.3.6 Officers will also carry out a door knocking campaign amongst those households who are not participating in the service. This will assist in identifying what barriers are preventing them from doing so. These communication interventions will take place when the pandemic has eased, and it is deemed appropriate.
- 2.3.7 The provision of free compostable liners are available to customers on the trial, which is recommended by WRAP, as they identify that such provision helps to maintain engagement with the service amongst customers.
- 2.3.8 Before the trial was suspended, the average amount of food waste collected per household per week was between 2.97 kg – 3.34kg and is defined as “yield” by WRAP. WRAP calculates the average yield per household receiving a separate



weekly food waste collection service is 1.5 kg - to date the average yield for the trial is twice this figure.

- 2.3.9 This demonstrates those households using the service are engaging with it very well, which is further supported by compliments received from residents recorded by the Feedback team. A number of the compliments are provided below.

*"I'm so pleased to be able to recycle more - the kids are enthusiastic about it too. I do hope the scheme gets taken further".*

*"We think the food waste recycling is absolutely fantastic, we have used it so much. The collection drivers are also so courteous and efficient. Really hoping the trial becomes a permanent arrangement".*

*"My family are very happy with recycling our food waste and it is having a real impact reducing the amount of waste in our black bin on a weekly basis".*

- 2.3.10 The trial resumed on 3 November 2020, and two weeks later on 17 November it was doubled in size to include a further 2,000 households in Coalville, Ravenstone and Whitwick. Information regarding this will be detailed in a further report in the autumn of this year confirming the progress made during year two of Recycle More.

## **2.4 Increasing recycling – “carry out a trial with 250 households of a stackable wheeled container system to make recycling easier, convenient, and safer”**

- 2.4.1 A number of suppliers were invited companies to submit a proposal for a recycling container system which would making recycling easier and more convenient for customers, compared to the current recycling boxes and bags provided.
- 2.4.2 The successful submission was from a company called Straight. They design and manufacture a recycling trolley. It still keeps the recycling separate, but it is on a wheeled trolley so that it can easily be moved to the kerbside by customers.
- 2.4.3 Customers were encouraged to volunteer to take part in the trial at various events held across the district which officers attended, including Picnic in the Park in Coalville with hundreds of customers expressing an interest in participating on the trial.
- 2.4.4 The trial launched in October 2019 and was featured live on BBC East Midlands Today as one of the customers on the trial and the Recycle More officer were interviewed. East Midlands Today also featured the recycling depot on Linden Way in Coalville. This not only helped to promote the trial but Recycle More too. The trial was also featured on ITV News Central and in the local press.
- 2.4.5 A survey was sent to all those customers on the trial. The full results will be detailed in a further report confirming the progress made during year two of Recycle More. However, some of the headline results include 94% of customers find it easier to move the recycling trolley to the kerbside than the red boxes and blue bags. Also 83% have noticed a reduction in the amount of recycling escaping from the trolley causing a littering issue, compared to the red boxes and blue bags.

- 2.4.6 A second wheeled recycling container system has become available on the market which officers would also like to trial by the end of March 2021. The team intend to trial this with 250 volunteers, but will be seeking to include some of the customers who are trialling the current recycling trolley to trial it too. This will allow for a comparison between the two systems. Also, engagement will take place with the recycling operatives to see how practicable the systems are when carrying out the recycling collections.
- 2.5 **Increasing recycling – “review the 36 mini recycling sites and the effectiveness of them, alongside the kerbside recycling collection service. Look at ways of recycling tetra paks, nappies, small electrical items, pringle and toothpaste tubes at possible collection points”**
- 2.5.1 An audit of all the mini recycling sites has been carried in out in 2019 ensuring that all the recycling banks were fit for use i.e. not damaged and that signage was clear and in situ.
- 2.5.2 The majority of the sites accept materials which are already accepted at the kerbside for recycling. This includes, glass, cans, tins, paper and cardboard, however this is a duplication of the service provided at the kerbside. Officers are exploring how these sites could be used more effectively. Please see **Appendix One** which details the location of these sites and the materials accepted at each one.
- 2.5.3 Officers are considering removing those banks from sites which accept materials that can be recycled at the kerbside. This could result in some sites closing as they are only made up of one or two banks such as a single glass bank situated on a pub car park.
- 2.5.4 Online consultations took place between December 2020 and January 2021 allowing residents, parish/town councillors and members to provide feedback. Officers received 262 responses from residents, 6 responses from parish/town councillors and 6 responses from members. A summary from the consultations can be found below regarding the advantages and the disadvantages of the mini recycling sites.
- 2.5.5 Advantages of the sites included, 64% of customers use the sites for those items they cannot recycle at the kerbside (such as tetra paks), 70% of customers would like to be able to recycle small electrical items (WEEE) at the sites and 66% would like to see an increase in tetra pak recycling at the sites.
- 2.5.6 Disadvantages of the sites according to customers include, sometimes the banks are not emptied as frequently as needed, which would help to deter fly-tipping which is a problem at the sites. The sites need to be promoted more effectively as some customers were unaware of some sites.
- 2.5.7 Customers were generally supportive of improving the recycling sites as comments included a demand for more tetra pak recycling in more areas, recycle plastic carrier bags and small electrical items.
- 2.5.8 Advantages of the sites from parish/town councillors included concentrating on providing larger sites and increasing the type of items which can be recycled at the sites. Provide more charity banks as reuse is better than recycling for the planet.

- 2.5.9 Disadvantages of the sites according parish/town councillors included emptying the banks more frequently, advertise the sites more effectively, fly-tipping and anti-social behaviour taking place at one site.
- 2.5.10 Advantages of the sites from members included, able to recycle a great variety of materials at the sites, concentrate on items not routinely collected at the kerbside as the sites are a good service for the items you cannot recycle at the kerbside. Customers have contacted members requesting tetra pak and textile banks are reinstated at sites where banks were removed due to Covid-19.
- 2.5.11 Disadvantages of the sites according to members include the frequency of emptying the banks, sites attract fly-tipping and they need to be promoted more.
- 2.5.12 The approach to mini recycling sites differs from council to council in Leicestershire. Whilst Oadby & Wigston and Charnwood removed all sites, Hinckley and Bosworth and Blaby have removed some sites, but still provide others .
- 2.5.13 Officer's recommendations regarding these sites for decision by Cabinet can be found at the end of this report in Section 3 – *“Further Updates”*.
- 2.6 Increasing recycling – *“further promotion of textile recycling at the kerbside through possible partnership with a Leicestershire based charity”***
- 2.6.1 Textile recycling has been available at the kerbside since 2011/12, however as a container isn't provided (this is standard practice amongst local authorities) some customers are not aware they can be recycled. Therefore, further promotion of textile recycling has taken place. This has included displaying a new banner on one of the recycling collection vehicles and regularly promoting it on our social media accounts.
- 2.6.2 Furthermore, every household was hand delivered a [recycling guide](#) in November 2019 along with the annual waste collection calendars. The guide provides comprehensive information regarding the kerbside recycling collection service (including the recycling of textiles) as well as other services provided by Waste Services.
- 2.6.3 Due to Covid-19 we have not been able to partner with a Leicestershire based charity, as charities have been placed under significant pressure which has seen their shops and other outlets close due to the pandemic. Therefore, at an appropriate time when the pandemic has eased, and it is deemed appropriate officers will engage with appropriate charities.
- 2.7 Increasing recycling – *“introduce household battery recycling on the kerbside recycling collection service”***
- 2.7.1 The recycling of batteries at the kerbside was introduced in December 2019. Customers are able to recycle AA, AAA, watch, hearing aid, mobile phone, laptop, and power tool batteries. At the same time, the Waste Services team were able to introduce mobile phone recycling at the kerbside.
- 2.7.2 This new service was promoted on the annual waste collections guides and in the recycling guide which was hand delivered to all households in November 2019. Also, a banner was created and is displayed on one of the recycling collection vehicles to further promote this new service.

**2.8 Increasing recycling – “review the bulky waste collection service particularly focussing on items for reuse through partnerships with local charities and diverting items away from landfill”**

2.8.1 The Waste Services team previously partnered with The Marlene Reid Centre (MRC) in Coalville. MRC is a non-profit charity working collaboratively with individuals, families, groups, and organisations to encourage, facilitate, manage and deliver, positive community activity in North West Leicestershire and beyond.

2.8.2 A list of addresses requesting a collection of items were compiled on a spreadsheet and it was emailed to MRC. This allowed MRC to visit those addresses the day before Waste Services were due to make the collection, picking up any items which were suitable for reuse. However due to resources MRC were no longer able to do this.

2.8.3 However, the Waste Services Development Officer and Recycle More Officer have since met with the manager of MRC discussing the opportunity to work together again. Unfortunately, due to Covid-19 these discussions have been placed on hold, but at an appropriate time when the pandemic has eased, discussions will resume with MRC.

2.8.4 The Waste Services team are also exploring with the Legal Services team whether suitable items collected on the bulky waste collection service could be taken to a sales auction, or possibly opening a second-hand shop selling furniture and white goods.

**2.9 Employers and employees – “leading by example as all waste which is recyclable at the Council Offices will be diverted away from landfill. Adopt a no single use plastic policy”**

2.9.1 Before Recycle More was adopted in April 2019, improved recycling facilities were introduced at the Council Offices and at the Recycling Depot in Coalville. Dedicated bins for cans, tins, plastics, glass, paper and cardboard are provided in kitchens and communal areas. Also, there are collection points for the recycling of batteries, mobile phone, and ink cartridges. Crisp packet recycling was introduced in April 2019 and stationary recycling in January 2020. These collections points are also available to customers visiting the Council Offices.

2.9.2 In December 2018 single use plastic cups were removed from all water coolers at the Council Offices and Linden way Depots. Instead plastic reusable beakers are provided for visitors to the offices and staff are encouraged to use their own refillable water bottles. The water coolers are also available for visitors and people passing-by the council offices to fill their own refillable water bottles.

**2.10 Employers and employees – “promoting our commercial recycling service to businesses in the district. Advising businesses best practice for diverting waste away from landfill”**

2.10.1 Waste Services provide commercial collections for recyclable and non-recyclable waste for business. Since Recycle More was adopted, glass collections have been introduced alongside collections of cardboard, papers, plastics, tins, and cans.

2.10.2 A [leaflet](#) regarding the commercial waste service was included in the business rates letters sent to all businesses in the district. Due to Covid-19 we have not been able to visit businesses to promote the service and advise best practice for diverting waste away from landfill. Therefore, at an appropriate time when the pandemic has eased, and it is deemed appropriate officers will make visits to businesses. However, during year one of Recycle More the number of recycling contracts with business has increased by 9.8%.

**2.11 Employers and employees – “effectively consult and engage with the Waste Services operational staff as they will be important ambassadors of Recycle More”**

2.11.1 The Waste Services operational staff are regularly updated regarding Recycle More through memos. However, it is key they are able provide their input. This has taken place through focus groups regarding the new recycling trolley which is currently being piloted. There is also a suggestion box available at the Recycle Depot where the staff start and complete their rounds, allowing them to put forward suggestions for Recycle More.

**2.12 Changing hearts, minds, and habits – “Ensure everyone is engaged with Recycle more through competitions, visits to schools and colleges, tour of the recycling depot, use of social media, signage on vehicles, community recycling champions, name the recycling vehicles and other initiatives”**

2.12.1 To launch Recycle more, “Recycle more...the tour” was held across the district in August 2019. Over 700 people attended roadshows held in Ashby-de-la-Zouch, Castle Donington, Coalville, Ibstock, Kegworth and Measham.

2.12.2 The tour allowed people to find out more about Recycle More, also there were recycling goodies available such as pencils made from CD cases and reusable shopping bags. For children there was also fun and interactive games with prizes available which had been kindly donated by local businesses. Prizes included a free annual family pass to Conkers and a free visit and a cream tea for a family of four at Alpaca Park Farm in Snarestone.

2.12.3 For those people who were not able to attend the roadshows, online competitions were staged throughout the week of Recycle More...the tour with prizes available too.

2.12.4 Also, other tours and visits took place prior to Covid-19 promoting Recycle More:

- Seven tours of the council’s recycling depot were provided for parish and town councils and for local community groups
- Two assemblies delivered for local primary schools
- Two sessions with Coalville Beaver group
- Four community talks delivered
- Six events were attended including Picnic in the Park 2019 in Coalville, Party in the Park 2019 in Castle Donington and Christmas in Coalville 2019.

2.12.5 Six new banners for the recycling collections vehicles were designed to promote kerbside recycling. Also, regular posts regarding encouraging recycling are posted on the council’s social media accounts.

- 2.12.6 A successful competition was held with primary schools asking for the children to name the six recycling collection vehicles. Over 300 entries were received, the winning names include Recyclosauras Rex and Bindiana Jones, which will appear on the collection vehicles at the beginning of February 2021.
- 2.12.7 Due to Covid 19, the Waste Services have not been able to sign up any recycling community champions. However, when the pandemic has eased and it is deemed appropriate the Waste Services team will launch the community recycling champion initiative, asking those people who are avid recyclers if they would be interested in becoming recycling community champions to help promote Recycle More.
- 2.13 Changing hearts, minds, and habits – *“Focussed and targeted communications where recycling participation has been identified as lower”***
- 2.13.1 Before Recycle More was adopted, officers had identified those areas in the district where recycling participation is lower. The intention was to carry out a door-stepping campaign in the areas, to identify the barriers preventing people from recycling. However due to Covid 19, officers have not been able to do this. When the pandemic has eased, and it is deemed appropriate a door-stepping campaign will take place.
- 2.14 Changing hearts, minds, and habits – *“Promoting reuse for people who live and work in the district by partnership with local business and community groups - e.g. refillable water bottles and stations, reusable coffee cups and plastic free communities and businesses”***
- 2.14.1 For Picnic in the Park 2019 held in Coalville, those food outlets which attended were provided with environmentally friendly food packaging such as food trays made from plant-based material (instead of polystyrene) and compostable cutlery.
- 2.14.2 The Council Offices have refillable water stations as well as the water cooling machine on the landing is available for customers and passers-by to fill up their reusable water bottles. Also, our waste and recycling operatives have been provided with reusable water bottles and coffee cups.
- 2.14.3 Due to Covid-19 the Waste Services team haven't been able to visit and engage with businesses regarding reuse, however when the pandemic has eased, and it is deemed appropriate this engagement will take place.
- 2.15 Housing growth – *“Ensure all new residents occupying new developments participate in recycling by using the council's kerbside recycling scheme, through consultation with the Planning team and developers ensuring recycling is easy and convenient for residents”***
- 2.15.1 Waste Services is a statutory consultee for planning applications received by the council. The design of a development is reviewed ensuring recycling is easy and convenient for new residents. This includes not having an over-reliance on bin collection points where residents have to take their recycling to if the property is served by a private driveway.
- 2.15.2 The council has submitted its own application for a development of 101 dwellings off Waterworks Road in Coalville. The Waste Services Development Officer is working closely with the planning officer for the development as well as the Urban

Designer ensuring the development is designed to facilitate easy and convenient recycling collections. If the development is approved, it is hoped it can be used as a blueprint for other developers to use when designing new developments.

### 3. FURTHER UPDATES

#### 3.1 A new plan for the mini recycling sites (RECOMMENDATION TWO)

3.1.1 As detailed earlier in this report, it is recommended to close most of those smaller mini recycling sites during 2021/22, which only accept materials which can be recycled at the kerbside as it is a duplication of service. Therefore officers propose to close 29 sites with 7 sites remaining open. As these sites are serviced by the Street Cleansing team, there will be no additional cost in relation to closing the sites. The larger sites which will remain open will require a higher level of support, therefore no savings will be made.

3.1.2 Proposed sites to close:

- Mushroom Hall, Main Street, Albert Village
- Shoecare, Market Street, Ashby-de-la-Zouch
- Queens Head Hotel, Market Street, Ashby-de-la-Zouch
- Recreation Ground, Battram Road, Battram
- The Blue Bell pub, Main Street, Blackfordby
- Bardon Hill Sports Club, Bardon Close, Coalville
- West End Club, Ashby Road, Coalville
- Angel Inn pub, The Moor, Coleorton
- George Inn pub, Loughborough Road Coleorton
- Cemetery Car Park, Station Road, Donington le Heath
- Heather St John's Football Club, Ravenstone Road, Heather
- Queens Head pub, Main Street, Heather
- St. John's Community Centre, Grange Road, Hugglescote
- The Gate pub, Fairfield Road, Hugglescote
- Manor Farm, The Green, Long Whatton
- Royal Oak pub, The Green, Long Whatton
- Eagle Close, Measham
- Village Hall, Queen Street, Measham
- Conkers Car Park, Rawdon Road, Moira
- The Belper Arms pub, Main Street, Newton Burgoland
- New Inn, Zion Hill, Peggs Green
- Ravenstone Post Office, Leicester Road, Ravenstone
- The Globe Inn, Main Street, Snarestone
- Village Hall, Main Street, Swannington
- The Station, Hough Hill, Swannington
- George & Dragon pub, Ashby Road, Thringstone
- Community Centre, The Green, Thringstone
- Hare & Hounds pub, City of Three Waters, Whitwick
- Malt Shovel pub, Main Street, Worthington

The above sites are also highlighted in red in **Appendix One**.

### 3.1.3 Proposed sites to remain open:

- Co-op, Derby Road, Ashby-de-la-Zouch
- Tesco, A42 Industrial Estate, Ashby-de-la-Zouch
- Co-op, Station Road, Castle Donington
- Morrisons, Whitwick Road, Coalville
- Car Park, High Street, Ibstock
- Co-op, Chapel Street, Ibstock
- Library Car Park, High Street, Measham

3.1.4 For those sites which would remain open, officers will propose to utilise these sites more effectively by providing banks, for example, for small electrical items and tetra paks. This would involve engaging with recycling re-processors who are able to provide banks for these materials as well as the collection and recycling of these materials. This would also involve liaising with the landowners of these sites. To ensure an even provision of sites across the district, officers will explore the option of opening new sites by identifying suitable locations in partnership with landowners.

## 3.2 Introducing a subscription service for additional garden waste (RECOMMENDATION THREE)

3.2.1 Since the Refuse and Recycling Collections Policy was adopted in 2013, a maximum of one garden waste wheeled bin is allowed per household. However, some households have two garden bins, and this dates back to a period where the NWLDC made additional garden bins available. Over time this resulted in significant additional time to collect the garden waste being produced.

3.2.2 If customers have a smaller 140 litre garden bin, they can exchange it for a larger 240 litre garden bin. However, the Waste Services team receive a small number of requests from residents who would like a second garden bin, with some of them willing to pay for one.

3.2.3 The Waste Services team are currently undergoing a route optimisation project of the recycling, garden waste and domestic waste rounds with a company called Webaspx. Webaspx use technology to make local government municipal services more efficient and effective. The project has identified that the garden waste and cardboard collections are not running at 100% capacity.

3.2.4 Under the Environmental Protection Act 1990, local authorities do not have a statutory responsibility to collect garden waste from households. However, most local authorities do as the garden waste collected contributes towards the household waste recycling rate.

3.2.5 Furthermore, as it's not a statutory service, local authorities are able to charge for the collection of garden waste. Currently NWLDC is the only authority in Leicestershire that does not charge for garden waste in Leicestershire as per the table below.



Local Authority	2020/21 charge	2021/22 charge
Charnwood Borough Council	£40.00 Direct Debit	£41.00 Direct Debit
	£45.00 non Direct Debit	£46.00 non Direct Debit
Blaby District Council	£37.00 Direct Debit/Online	£37.90 Direct Debit/Online
	£39.00 by phone	£39.90 by phone
Harborough District Council	£40.00	£55.00
Hinckley & Bosworth Borough Council	£24.00	TBC
Leicester City Council	£47.00 Direct Debit	TBC
	£52.00 non Direct Debit	TBC
Melton Borough Council	£70.92	TBC
Oadby & Wigston Borough Council	£40.00	TBC

- 3.2.6 Officers are exploring the possibility of introducing a subscription service for additional garden waste bins, which would include those households which currently have a second garden bin. From feedback from the garden waste and cardboard crews, it is estimated between 50% - 60% of households have a second garden bin (in the region of 22,000 households). There would be no subscription service for the collection of the first garden waste bin, this would continue free of charge. This is potentially a significant service change; therefore the Waste Services team would like to carry out a full and detailed appraisal in the next financial year of 2021/22, presenting a Cabinet report in November 2021 for decision for a possible implementation in April 2022.

In the interim whilst the appraisal is being drawn together with customer feedback, it is proposed those customers who contact Waste Services regarding an additional garden bin(s) are provided with one, but at a charge of £45.00 for 2021/22. This is the average annual charge other local authorities currently make for the collection of garden waste.

In line with the council's charging strategy adopted in 2019, this charge has been set as cost recovery with the fee of £45.00. This covers the bin cost, the delivery of the bin, the emptying of the bin and administration. This charge however would not preclude those customers from an annual subscription should one be introduced for the collection of additional garden waste bins.

- 3.2.7 There are several opportunities and challenges if a subscription was introduced for additional garden waste bins. Opportunities would include income generation and every household would have the opportunity to have additional garden bin(s).
- 3.2.8 However there are a number of challenges, including the potential impact it could have on the household waste recycling rate, DEFRA (through the Waste and Resources Strategy) may legislate against local authorities charging for garden waste and it could possibly conflict with the council's zero carbon agenda.
- 3.2.9 These opportunities and challenges are set out in **Appendix Three**.

### **3.3 Introducing a Waste Services App (NOTE TO CABINET)**

- 3.3.1 The Waste Services team would like Cabinet to note they plan to explore the option of providing a Waste Services app.
- 3.3.2 Whitespace currently provide the waste management software for the back office team and the in-cab technology for the operational staff.
- 3.3.3 Whitespace have developed a Waste Services app which can detail the dates for domestic waste, garden waste and recycling collections. The app can also provide other council services, such as viewing planning applications and seeing what classes are available at leisure centres. The app could also link to the council's social media accounts.
- 3.3.4 Many services provided by Waste Services are available online, such as a repair to a domestic waste or garden waste bin, ordering recycling containers or reporting a fly-tip. The app will initially run alongside the annual waste collections calendars which are hand delivered to every household, but the calendars would eventually be phased out. However, an Equalities Impact Assessment (EIA) would be carried out as the app requires customers to own a smartphone which they download it onto.
- 3.3.5 The app would help Waste Services to communicate effectively and instantly with customers. This will be useful if there is any disruption to the service, such as the garden waste and cardboard collections which were suspended at the beginning of the pandemic. Also, recycling messages could be sent out, for example making customers aware they can recycle batteries and mobile phones at the kerbside which is a relatively new service.

<b>Policies and other considerations, as appropriate</b>	
Council Priorities:	Developing a clean and green district
Policy Considerations:	<p><a href="#">Refuse and Recycling Collection Policy</a> adopted by Cabinet in October 2013</p> <p>Recycle More... The Plan adopted by Cabinet in April 2019 - full document available at the bottom of this webpage - <a href="http://www.nwleics.gov.uk/recyclemore">www.nwleics.gov.uk/recyclemore</a></p> <p><a href="#">Our Waste, Our Resources: A Strategy for England</a> published by HM Government, December 2018.</p>
Safeguarding:	None
Equalities/Diversity:	Equalities Impacts Assessment (EIA) will be carried out and any necessary engagement will take place with the Equalities Officer.
Customer Impact:	Facilitating easier and more convenient recycling for customers. Exploring the option of a subscription service for additional garden bins could impact on those customers which currently have a second garden free of charge as they may have to subscribe for it to be collected
Economic and Social Impact:	Part of the development of each business case linked to the actions
Environment and Climate Change:	Recycle More forms an important element of the Zero Carbon Roadmap and Action Plan adopted in March 2020
Consultation/Community Engagement:	Online consultations highlighted in the report are a fundamental part of each action plan
Risks:	The plan is managed under project management principles and the risk register is monitored regularly
Officer Contact	Paul Sanders Head of Community Services <a href="mailto:paul.sanders@nwleicestershire.gov.uk">paul.sanders@nwleicestershire.gov.uk</a>

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APPENDIX ONE

AREA	SITE	GLASS	CANS	PAPER	CARDBOARD & PAPER	TEXTILES	BOOKS & MUSIC	BEVERAGE CARTONS
ALBERT VILLAGE	Mushroom Hall, Main Street	●				●		
ASHBY DE LA ZOUCH	Co-op, Derby Road	●	●		●	●		
	Tesco, A42 Ind. Est.	●	●		●	●		●
	Shoecare, Market Street					●		
	Queens Head Hotel	●		●				
BATTRAM	Recreation Ground, Battram Road	●						
BLACKFORDBY	Blue Bell, Main Street	●				●		
CASTLE DONINGTON	Co-op, Station Road	●	●		●	●	●	●
COALVILLE	Morrisons, Whitwick Road	●	●		●	●	●	●
	Bardon Hill Sports Club	●	●					
	West End Club, Ashby Road	●			●			
	Angel Inn Pub, The Moor	●				●		
COLEORTON	George Inn Pub, Loughborough Road	●		●		●	●	
DONINGTON LE HEATH	Cemetery Car Park, Station Road	●	●					

AREA	SITE	GLASS	CANS	PAPER	CARDBOARD & PAPER	TEXTILES	BOOKS & MUSIC	BEVERAGE CARTONS
HEATHER	Heather St John's Football Club, Ravenstone Road	●	●					
	Queens Head Pub, Main Street					●		
HUGGLESCOTE	St. John's Community Centre, Grange Road	●		●				
	The Gate Pub, Fairfield Road	●	●			●		
IBSTOCK	Car Park, High Street	●	●		●	●	●	
	Co-op, Chapel Street	●				●	●	●
LONG WHATTON	Manor Farm, The Green	●						
	Royal Oak Pub, The Green	●						
MEASHAM	Library Car Park, High Street	●	●		●	●	●	
	Eagle Close	●						
	Village Hall, Queen Street			●				
	Conkers Car Park, Rawdon Road						●	
NEWTON BURGOLAND	The Belper Arms Pub, Main Street	●						
PEGGS GREEN	New Inn, Zion Hill	●				●		
RAVENSTONE	Ravenstone Post Office, Leicester Road					●		
SNARESTONE	The Globe Inn, Main Street	●						
SWANNINGTON	Village Hall, Main Street	●	●			●	●	
	The Station, Hough Hill	●				●		
THRINGSTONE	George & Dragon Pub, Ashby Road					●		
	Community Centre, The Green	●						
WHITWICK	Hare & Hounds Pub, City of Three Waters	●		●				
WORTHINGTON	Malt Shovel Pub, Main Street	●						

Please note the five mini recycling sites highlighted in yellow were removed at the beginning of the pandemic due to inappropriate use of the sites, which lead to high levels of fly-tipping which was costly to remove at a time when resources are limited.

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## Recycling more, reducing waste...

This Action Plan supports the Recycle more plan. It focuses on each theme of the plan of which there are a number of actions listed below.

### Year 3 - 2021/22 and 2022/23

Theme	Action			Support	Date of action
1 Reducing black bin waste	1.5	Reduce frequency of black bin collections	Implement the results from the trials of reducing the frequency of fortnightly black bin collections.	<ul style="list-style-type: none"> <li>Encourage and promote recycling</li> <li>Focussed communications campaign</li> </ul>	2021/22
4 Employers and employees	4.2	Businesses	Promoting our commercial recycling service to businesses in the district. Advising businesses best practice for diverting waste away from landfill.	<ul style="list-style-type: none"> <li>Promoting commercial recycling service</li> <li>Advice for local business regarding recycling</li> </ul>	2019/20 2020/21 2021/22
	4.3	Waste Services operational staff	Effectively consult and engage with the Waste Services operational staff as they will be important ambassadors of Recycle more.	<ul style="list-style-type: none"> <li>Consultation and engagement with Waste Services operational staff</li> </ul>	2019/20 2020/21 2021/22
5 Changing hearts, minds and habits	5.1	Recycle more engagement	Ensure everyone is engaged with Recycle more through competitions, visits to schools and colleges, tours of the recycling depot, use of social media, signage on vehicles, community recycling champions, name the recycling vehicles and other initiatives.	<ul style="list-style-type: none"> <li>Communications campaign</li> </ul>	2019/20 2020/21 2021/22
	5.2	Promoting kerbside recycling	Focussed and targeted communications where recycling participation has been identified as lower.	<ul style="list-style-type: none"> <li>Targeted communications campaign</li> </ul>	2019/20 2020/21 2021/22
	5.3	Promoting reuse	Promoting reuse for people who live and work in the district by partnership with local businesses and community groups - e.g. refillable water bottles and stations, reusable coffee cups and plastic free communities and businesses.	<ul style="list-style-type: none"> <li>Communications campaign</li> <li>Partnering with businesses and community groups</li> </ul>	2019/20 2020/21 2021/22
	5.4	Promoting on the go recycling	Review of on street litter bins and on street recycling banks provided by NWLDC. Improve on the go recycling by partnering with businesses and charities supported by Business Focus.	<ul style="list-style-type: none"> <li>Communications campaign and partnering with businesses</li> </ul>	2020/21 2021/22
6 Housing growth	6.1	New homes, new residents	Ensure all new residents occupying new developments participate in recycling by using the council's kerbside recycling scheme, through consultation with the Planning team and developers ensuring recycling is easy and convenient for residents.	<ul style="list-style-type: none"> <li>Working with the Planning team ensuring recycling is easy and convenient on new developments</li> </ul>	2019/20 2020/21 2021/22

**Target:** to increase recycling by 3% between 2019/20 and 2022/23

**Please note:** this Action Plan could be subject to change due to the publication by Defra of "Our Waste, Our Resources: A Strategy for England" in December 2018 which is available below. The strategy is subject to consultation before being adopted, but is likely to impact on the collection of household waste, recycling, green waste and the processing of it. Any changes made to the Action Plan subsequently will be made publically available.

[Our Waste, Our resources: a strategy for England](#)

**Please note:** this Action Plan could be subject to change due to the publication by Defra of "Our Waste, Our Resources: A Strategy for England" in December 2018 which is available below. The strategy is subject to consultation before being adopted, but is likely to impact on the collection of household waste, recycling, green waste and the processing of it. Any changes made to the Action Plan

[Our Waste, Our resources: a strategy for England](#)



# Action Plan



## Recycling more, reducing waste...

This Action Plan supports the Recycle more plan. It focuses on each theme of the plan of which there are a number of actions listed below.

### Year 2 - 2020/21

Theme	Action			Support	Date of action
<div>42</div> <div>1 Reducing black bin waste</div>	1.1	Capacity of black bins	Review and determine the size of black bins for households to reduce black waste and increase recycling.	<ul style="list-style-type: none"> <li>• Encourage and promote recycling</li> <li>• Communications campaign</li> </ul>	Spring & Summer 2020/21
	1.2	Reduce frequency of black bin collections	Carry out trials to reduce the frequency of fortnightly black bin collections.	<ul style="list-style-type: none"> <li>• Encourage and promote recycling</li> <li>• Communications campaign</li> </ul>	Autumn & Winter 2020/21
<div>2 Food waste recycling</div>	2.2	Introducing food waste collections	Review the trial of food waste collections and if successful roll-out across the whole district.	<ul style="list-style-type: none"> <li>• Communications campaign for all households explaining how food waste collections will work</li> </ul>	2020/21
<div>ling</div>	3.2	Recycling containers	Review the trial of the stackable wheeled container system and roll-out across the district as appropriate.	<ul style="list-style-type: none"> <li>• Communications campaign for households explaining how the new container system will work</li> </ul>	2020/21

3 Increasing recycling	3.4	Mini recycling sites	Implement the findings from the mini recycling sites review.	<ul style="list-style-type: none"> <li>• Communications campaign</li> </ul>	2020/21
	3.5	Communal sites	Review the 76 communal sites for flats and apartments focussing on recycling containers and the use of them through targeted communications.	<ul style="list-style-type: none"> <li>• Communications campaign</li> </ul>	2020/21
4 Employers and employees	4.2	Businesses	Promoting our commercial recycling service to businesses in the district. Advising businesses best practice for diverting waste away from landfill.	<ul style="list-style-type: none"> <li>• Promoting commercial recycling service</li> <li>• Advice for local business regarding recycling</li> </ul>	2019/20 2020/21 2021/22
	4.3	Waste Services operational staff	Effectively consult and engage with the Waste Services operational staff as they will be important ambassadors of Recycle more.	<ul style="list-style-type: none"> <li>• Consultation and engagement with Waste Services operational staff</li> </ul>	2019/20 2020/21 2021/23
Changing hearts, minds and habits	5.1	Recycle more engagement	Ensure everyone is engaged with Recycle more through competitions, visits to schools and colleges, tours of the recycling depot, use of social media, signage on vehicles, community recycling champions, name the recycling vehicles and other initiatives.	<ul style="list-style-type: none"> <li>• Communications campaign</li> </ul>	2019/20 2020/21 2021/22
	5.2	Promoting kerbside recycling	Focussed and targeted communications where recycling participation has been identified as lower.	<ul style="list-style-type: none"> <li>• Targeted communications campaign</li> </ul>	2019/20 2020/21 2021/22
	5.3	Promoting reuse	Promoting reuse for people who live and work in the district by partnership with local businesses and community groups - e.g. refillable water bottles and stations, reusable coffee cups and plastic free communities and businesses.	<ul style="list-style-type: none"> <li>• Communications campaign</li> <li>• Partnering with businesses and community groups</li> </ul>	2019/20 2020/21 2021/22

<div> <div>5</div> <div>Ch</div> </div>	5.4	Promoting on the go recycling	Review of on street litter bins and on street recycling banks provided by NWLDC. Improve on the go recycling by partnering with businesses and charities supported by Business Focus.	<ul style="list-style-type: none"> <li>• Communications campaign and partnering with businesses</li> </ul>	2020/21 2021/22
<div> <div>6</div> <div>Housing growth</div> </div>	6.1	New homes, new residents	Ensure all new residents occupying new developments participate in recycling by using the council's kerbside recycling scheme, through consultation with the Planning team and developers ensuring recycling is easy and convenient for residents.	<ul style="list-style-type: none"> <li>• Working with the Planning team ensuring recycling is easy and convenient on new developments</li> </ul>	2019/20 2020/21 2021/22

Target: to increase recycling by 3% between 2019/20 and 2022/23

44

Please note:

this Action Plan could be subject to change due to the publication by Defra of "Our Waste, Our Resources: A Strategy for England" in December 2018 which is available below.

The strategy is subject to consultation before being adopted, but is likely to impact on the collection of household waste, recycling, green waste and the processing of it. Any changes made to the Action Plan subsequently will be made publically available.

Our Waste, Our resources: a strategy for England

## **APPENDIX THREE**

## Introducing an additional garden waste subscription – opportunities and challenges

Opportunities	Challenges
<p>Source of income – a financial appraisal will be undertaken to estimate the income from introducing a subscription service.</p>	<p>WRAP reports that across the UK, most authorities average between a 30-40% take up by existing garden waste service users when moving to a charged service from a free of charge provision.</p> <p>It is estimated that 50% of households in the district currently have a second garden bin, but an audit will take place as part of the full appraisal. However, based on this estimate less garden waste would be collected impacting on the household waste recycling rate causing it to potentially decrease between 2.62%% - 3.74%. This would be in conflict with the council's Recycle more campaign. Further information is available in the table on the next page.</p> <p>This is further supported as NWLDC collects 254 kg's of garden waste per household which is the most in Leicestershire and is 65.1kg's more than Hinckley and Bosworth Council which collect the second most garden waste in Leicestershire. Further information is available in the table on the next page.</p>
<p>All households would have the opportunity to have more than one garden bin.</p>	<p>In the Our Waste, Our Resources: a Strategy for England published by DEFRA in December 2018, it is exploring whether households with gardens should have access to free garden waste collections. It also recognises garden waste sent to landfill can generate greenhouse gas emissions.</p> <p>For those households which are not willing to pay a subscription for the collection of additional garden waste, it could lead to them disposing of additional garden waste in the black bin, meaning the garden waste would be sent to landfill. This would conflict with the council's zero carbon agenda. It would not only be environmentally damaging, but it would have a negative impact upon the household waste recycling rate as outlined above.</p>
	<p>Customers could perceive a subscription charge as a "stealth" tax which could cause reputational damage to Waste Services and the council itself.</p>

Take up rate of an additional garden waste bin subscription	Estimated loss of garden waste collected in tonnes	Estimated impact on the household waste recycling rate
30%	2,611.96	-3.74%
40%	2,238.82	-3.19%
50%	1,865.69	-2.62%

The above is based on 11,194.11 tonnes of garden waste collected from households during 2019/20.

Local Authority	Garden waste collected per household in kg's during 2019/20
North West Leicestershire District Council	254.0
Hinckley and Bosworth Borough Council	188.9
Harborough District Council	182.6
Melton Borough Council	180.6
Blaby District Council	156.0
Charnwood Borough Council	149.7
Oadby and Wigston Borough Council	137.8

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EXTRACT of MINUTES of a meeting of the COMMUNITY SCRUTINY COMMITTEE held in the Remote Meeting using Microsoft Teams on WEDNESDAY, 10 FEBRUARY 2021

Present: Councillor B Harrison-Rushton (in the Chair)

Councillors C C Benfield, A J Bridgen, J Clarke (Substitute for Councillor D Harrison), T Eynon, J Geary, G Hault, K Merrie MBE and M B Wyatt

Portfolio Holders: Councillors R D Bayliss, R Blunt, T Gillard and A C Woodman

Officers: Mr J Arnold, Mr J Bright, C Colvin, K Hiller, Mr C Lambert, Mr P Sanders, Mr B Walford, Mr P Wheatley, Mrs R Wallace, Ms L Walker and Miss E Warhurst

## **28. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor D Harrison.

The Committee joined the Deputy Chairman in sending their best wishes to Councillor D Harrison who was currently at home recovering from Covid-19.

## **34. RECYCLE MORE UPDATE**

The Head of Community Services presented the report to Members, with the support of Councillor A Woodman, Portfolio Holder, who also addressed the meeting.

The Waste Services Development Officer and the Recycle More Officer gave a presentation to Members highlighting the current progress and future aspirations of the Recycle More Programme.

Members were pleased with the work achieved so far and spoke positively in relation to the trials for the stackable wheeled container system and food waste. The following comments were made:

- It was suggested that the kerbside collection of textiles be promoted further as the temporary closure of charity shops and recycling points could lead to more fly tipping.
- Regard was given to the promotion of commercial recycling, but it was felt that there should not be a charge as it was discouraging businesses to recycle. It was also suggested that steps be taken to introduce the recycling food waste collection to businesses as well as residential. The Head of Community Services explained that the charge for commercial recycling collections was not for profit but to cover costs and there was currently no intention to offer the service for free.
- Regard was given to the cost involved in recycling paint tins, wood and building waste. A Member asked if it would be possible to consider allowing businesses to deliver waste to a site for free rather than pay for it to be collected. The Head of Community Services reported that the plan going forward was to engage more with businesses and then all options could be considered, he also reminded Members that commercial businesses could still take their recycling waste to refuse sites.
- Comments were made on the current booking system in place for the refuse sites in the district. The Head of Community Services reminded Members that refuse sites were run

by Leicestershire County Council and reported that he was aware that the booking system would be reviewed in the Spring.

- Several concerns were raised in relation to the possible reduction in size and collection frequency of the general waste bins in the future. It was recognised that families with young children would find this proposal difficult, especially if they did not have access to the equipment required for reusable nappies. It was also raised that the residents in the district with solid fuel heating would also struggle due to the amount of waste ash created. Members felt that the food waste collection should be fully established before consideration was given to any reduction in the collection of general waste. Members were assured that this was a future decision and one that would not be taken lightly.
- Officers were congratulated on the very successful campaign working with young people to officially name the refuse vehicles.
- Concerns were raised in relation to the possible introduction of a charge for additional garden waste bins, it was felt that this could lead to more fly tipping.
- In relation to the proposed introduction of an app to provide residents with bin collection information, some Members asked that officers bear in mind that not all residents had access to a smart phone. A Member requested that the bin tag distributed annually at Christmas time regarding collections remain as it was very useful.

It was moved by Councillor B Harrison-Rushton, seconded by Councillor K Merrie and by affirmation of the meeting it was

**RSOLVED THAT:**

- (1) The progress made with the Recycle More Plan to date be noted.
- (2) Comments made by the Committee be provided to Cabinet when it considers the item at its meeting on 2 March 2021.

## NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

CABINET – TUESDAY, 2 MARCH 2021



<b>Title of Report</b>	<b>Renewal of Public Spaces Protection Order in relation to Dog Control (PSPO)</b>	
<b>Presented by</b>	Councillor Andrew Woodman Community Services Portfolio Holder	
<b>Background Papers</b>	<a href="#"><u>Introduction of Public Space Protection Order in Relation to Dog Control (PSPO) – Cabinet 6 February 2018</u></a>	<b>Public Report:</b> Yes
		<b>Key Decision:</b> Yes
<b>Financial Implications</b>	The proposals will be managed within the existing budget.	
	<b>Signed off by the Section 151 Officer:</b> Yes	
<b>Legal Implications</b>	Legal advice has been provided by the Legal Team on the process for making the Order and will be sealed once approved by Cabinet.	
	<b>Signed off by the Monitoring Officer:</b> Yes	
<b>Staffing and Corporate Implications</b>	None	
	<b>Signed off by the Deputy Head of Paid Service:</b> Yes	
<b>Purpose of Report</b>	To seek Cabinet's approval to renew the PSPO in relation to Dog Control across the district	
<b>Reason for Decision</b>	<i>To enable a renewal and continuation of the existing PSPO for dog control across the administrative area of North West Leicestershire District Council.</i>	
<b>Recommendations</b>	<b>THAT CABINET:</b> <ol style="list-style-type: none"> <li><b>APPROVES THE RENEWAL OF AN EXISTING PSPO IN RELATION TO DOG CONTROL ACROSS THE ADMINISTRATIVE AREA OF NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL</b></li> <li><b>AGREE TO DELEGATE THE RENEWAL OF ANY FUTURE PSPO'S THAT DO NOT REQUIRE ANY AMENDMENTS FOLLOWING CONSULTATION, TO THE RELEVANT DIRECTOR.</b></li> </ol>	

## **1.0 BACKGROUND**

- 1.1** In February 2018 Cabinet approved the introduction of a Public Spaces Protection Order (PSPO) in relation to dog control across the district. The Anti-Social Behaviour, Crime and Policing Act 2014 provides that PSPO's can only have effect for 3 years, unless extended (or renewed).
- 1.2** The current order applies to all publicly accessible areas within the administrative area of North West Leicestershire District Council.
- 1.3** Since the approval of the current order there have been 9 fines issued for non-compliance and no prosecutions.
- 1.4** Compliance with the PSPO is undertaken by the Environmental Protection Team. There are 3 generic Enforcement Officer's and 2 Senior Enforcement Officer's.
- 1.5** The review included a period of consultation and the results of the consultation are summarised as below
  - 1.5.1** Leicestershire Police support the renewal of the Order.
  - 1.5.2** Leicestershire County Council did not respond.
  - 1.5.3** All parish and town councils were consulted with and no objections were received.
  - 1.5.4** Ashby Town Council suggested that dog exclusion should be extended to cemeteries, burial grounds and enclosed church yards.

Officers have not received complaints regarding dogs being present in cemeteries etc. and therefore there is no evidence to support the exclusion of dogs from these areas.

- 1.5.5** Measham Parish Council asked for dogs to be kept on a lead on all pavements and highways.

Again officers have not received complaints of this nature. Part of the PSPO does give the power to authorised offices to instruct a dog owner to put a dog on a lead if the officer considers that the dog is out of control and causing a nuisance. It is not believed that there is any justification to include this as part of the PSPO.

- 1.5.6** The Kennel Club, whilst supporting the majority of the PSPO, did question the section regarding "means to pick up." They suggested that this element should be fair and proportionate and may target responsible dog owners who may run out of bags or may hand out their spare bags to help others.

Issuing a Fixed Penalty or prosecution is always a last resort in enforcement. Each case would be dealt with on the circumstances present at the time. Dog fouling is one of the highest complaints the Council receives and it is notoriously difficult to identify offenders (being in the right place at the right time) Officers rely heavily on information from the public and when dealing with "hotspot" areas to speak to dog walkers and ensure that they have a means to pick up has proved valuable. Responsible dog owners in the experience of officers are more than happy to show that they are fully prepared when their dog fouls.

**1.5.7** There were no objections received from the general public.

**1.5.8** As a result of the consultation and review process no amendments are required to the current Dog Control PSPO.

## **2.0 THE EXISTING ORDER DUE FOR RENEWAL**

**2.1** Cabinet are asked to consider the consultation responses above and approve the renewal of the PSPO at appendix A.

## **3.0 DELEGATION**

**3.1** It is proposed that, in the future, if, after having been out to consultation, the PSPO does not require any amendments, that authority to make the PSPO is delegated to the relevant Director. This will streamline the process and improve efficiency of renewing the PSPO. In the event amendments are required, a report will be brought to Cabinet, thus still allowing Cabinet to scrutinise any proposed amendments.

<b>Policies and other considerations, as appropriate</b>	
Council Priorities:	<ul style="list-style-type: none"><li>- Developing a clean and green district</li><li>- Our communities are safe, healthy and connected</li></ul>
Policy Considerations:	N/A
Safeguarding:	N/A
Equalities/Diversity:	The Order includes exemptions for persons with trained assistance dogs from prescribed charities.
Customer Impact:	The PSPO places a legal requirement on dog owners
Economic and Social Impact:	Nil
Environment and Climate Change:	PSPO required to help towards a cleaner environment
Consultation/Community Engagement:	As outlined within 1.3 of this report
Risks:	<p>The PSPO allows enforcement officers to carry out their duties with regard to dog control.</p> <p>The PSPO has to be reviewed at least once every three years.</p> <p>The PSPO can be amended or cancelled at any time.</p>
Officer Contact	Paul Sanders Head of Community Services <a href="mailto:paul.sanders@nwleicestershire.gov.uk">paul.sanders@nwleicestershire.gov.uk</a>



## **North West Leicestershire District Council Anti-social Behaviour, Crime and Policing Act 2014**

### **North West Leicestershire Proposed Public Spaces Protection Order 2021 Dog Related Anti-Social Behaviour**

This Order may be cited as **the North West Leicestershire Public Spaces Protection Order Ref:**  
xxxxxxx:2021

This Order is made by North West Leicestershire District Council (“the Council”) in exercise of its powers under section 59 and 72 of the Anti-social Behaviour, Crime and Policing Act 2014 (“the Act”)

#### **1. Duration**

This Order shall come into operation on xx/xx/2021 and shall have effect for a period of three (3) years thereafter, expiring on xx/xx/xx24 unless revoked, amended or extended by further orders under the Act.

#### **2. Restricted Area**

The administrative area of the Council on land to which the public or any section of the public has access, on payment or otherwise, as of right or by virtue of express or implied permission.

#### **3. Activities to which this Order relates:-**

##### **3.1 Dog Fouling**

If a dog defecates within the restricted area and a person who is in charge of the dog at the time fails to remove the faeces from the land forthwith, that person shall be guilty of an offence unless:

- He/she has reasonable excuse for doing so; or
- The owner, or occupier or other person or authority having control of the land has consented (generally or specifically) to his/her failing to do so.

##### **3.2 Leads By Order**

A person in charge of a dog within the restricted area shall be guilty of an offence if, at any time, he/she does not comply with a direction given to him/her by an authorised officer of the Authority to put and keep the dog on a lead unless:

- He/she has reasonable excuse for failing to do so; or
- The owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his/her failing to do so.

An authorised officer of the Authority may only give a direction under this order if such restraint is reasonably necessary to prevent a nuisance or behaviour by the dog that is likely to cause annoyance or disturbance to any other person, or to a bird or other animal.

##### **3.3 Exclusion**

A person in charge of a dog within the restricted area shall be guilty of an offence if, at any time, he/she takes the dog onto, or permits the dog to enter or to remain on or in a fenced/enclosed children’s play area or the playing surface of any designated or marked out sports pitch or athletic area at any time within the restricted area unless:

- He/she has reasonable excuse for failing to do so; or

- The owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his/her failing to do so.

### **3.4 Means to pick up**

A person in charge of a dog within the restricted area shall be guilty of an offence if, at any time, he/she does not have with him/her an appropriate means to pick up dog faeces deposited by that dog unless:

- He/she has reasonable excuse for failing to do so; or
- The owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his/her failing to do so.

The obligation is complied with if, after a request from an authorised officer of the Authority the person in charge of the dog produces an appropriate means to pick up the dog faeces.

## **4. Exemptions**

Nothing in this order shall apply to a person who:

- Is registered as a blind person in a register compiled under section 29 of the National Assistance Act 1948; or
- Is deaf, in respect of a dog trained by Hearing Dogs for deaf People (registered charity number 293358) and upon which he/she relies for assistance; or
- A person with a disability affecting their mobility, manual dexterity or ability to lift, carry or move everyday objects and who relies upon a dog trained by a prescribed charity for assistance.

## **5. For the purpose of this order:**

- A person who habitually has a dog in his/her possession shall be taken to be in charge of the dog at any time unless at that time some other person is in charge of the dog;
- Placing the faeces in a receptacle on the land which is provided for the purpose, or for the disposal of waste, shall be sufficient removal from the land;
- Being unaware of the defecation (whether by reason of not being in the vicinity or otherwise), or not having a device for or other suitable means of removing the faeces shall not be a reasonable excuse for failing to remove the faeces:
- “an authorised officer of the Authority” means an employee, partnership agency or contractor of the Council who is authorised in writing by the Council for the purposes of giving directions under this Order.
- Each of the following is a “prescribed charity” –
- Dogs for the Disabled (registered charity number 700454)
- Support Dogs Limited (registered charity number 1088281)
- Canine Partners for Independence (registered charity number 803680)

## **6. Offences**

It is an offence for a person without reasonable excuse -

- to do anything that the person is prohibited from doing by this Order, or
- to fail to comply with a requirement to which the person is subject under this Order.

A person guilty of such an offence is liable on summary conviction to a fine not exceeding level 3 on the standard scale.



## **7. Fixed Penalty Notices**

A constable or a person authorised by the Council may issue a Fixed Penalty Notice to anyone he/she has reason to believe has committed an offence in relation to this Order, this may, rely upon evidence from CCTV.

A fixed penalty notice is a notice offering the person to whom it is issued the opportunity of discharging any liability to conviction for the offence by payment of a fixed penalty to the Council.

Failure to pay a Fixed Penalty Notice may lead to prosecution.

## **8. Appeals**

Any challenge to this Order must be made in the High Court by an interested person within six weeks of the Order being made. An interested person is someone who lives in, regularly works in, or visits the Restricted Area. The grounds on which an interested person may apply to the High Court are:

- a) That the Council did not have power to make the Order, or to include particular prohibitions or requirements imposed by the Order; or
- b) That the Council did not meet one of the requirements of Chapter 2 of Part 4 of the Act.

The right to challenge also exists where an Order is varied by The Council. When such an application is made, the High Court can decide to suspend the operation of the Order pending the Court's decision, in part or totality. The High Court also has the power to uphold the Order, quash the Order or vary the Order.

**The Common Seal of North West Leicestershire District Council was affixed in the presence of XXXX**

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## NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

CABINET – TUESDAY, 2 MARCH 2021



<b>Title of Report</b>	<b>AUTHORITY TO AWARD GREEN HOMES GRANT PHASE 1B IMPROVEMENT CONTRACT 2021</b>	
<b>Presented by</b>	Councillor Roger Bayliss Housing, Property and Customer Services Portfolio Holder.	
<b>Background Papers</b>	None	<b>Public Report:</b> Yes (Confidential appendix)
		<b>Key Decision:</b> Yes
<b>Financial Implications</b>	These procurements will cover expenditure over Quarters 1 and 2, 2021 part-funded from the current 2021-22 budget, subject to a virement or additional revenue resources being made available within the year in order to meet the expenditure requirements of accepting the grant.	
	<b>Signed off by the Section 151 Officer:</b> Yes	
<b>Legal Implications</b>	Advice on procurement has been sought from the Corporate procurement Officer and Legal Services.	
	<b>Signed off by the Monitoring Officer:</b> Yes	
<b>Staffing and Corporate Implications</b>	There are no direct staffing implications. This proposal supports Council Priorities.	
	<b>Signed off by the Deputy Head of Paid Service:</b> Yes	
<b>Purpose of Report</b>	To seek delegated authority to award the Green Homes Grant Phase 1B Improvement Programme Contract(s) to the Strategic Director in consultation with the Housing, Property and Customer Services portfolio Holder and Section 151 Officer.	
<b>Reason for Decision</b>	The level of expenditure on the proposed contract exceeds the authority level in the Scheme of Delegation.	
<b>Recommendations</b>	<b>THAT CABINET:</b>  <b>DELEGATES AUTHORITY TO AWARD THE GREEN HOMES IMPROVEMENT PROGRAMME PHASE 1B CONTRACTS TO THE STRATEGIC DIRECTOR (HOUSING) IN CONSULTATION WITH THE HOUSING, PROPERTY AND CUSTOMER SERVICES PORTFOLIO HOLDER AND SECTION 151 OFFICER.</b>	

	<p><b>SPECIFICALLY FOR THE DIRECT AWARD OF CONTRACTS:</b></p> <p><b>1. INSTALLATION OF GREEN HOMES ENERGY EFFICIENCY MEASURES;</b></p> <p><b>2. DOMESTIC ENERGY ASSESSOR SERVICES</b></p>
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## **1.0 BACKGROUND**

- 1.1 In July 2020, the Chancellor announced £2 billion of support through the Green Homes Grant Scheme (GHG) to save households money; cut carbon emissions; and create green jobs. £500m of this support was allocated to English Local Authority (LA) delivery partners, through the Local Authority Delivery (LAD) scheme. To access grant funding, LAs had to submit competing bids with each bid having to satisfy strict criteria. Grant funding is being released in a series of phases, with tight delivery timetable attached to each one.
- 1.2 The Department for Business, Energy and Industrial Strategy (BEIS) launched an initial competition (Phase 1A) in August 2020 with a delivery deadline of March 2021 for all proposed works projects and subject to a minimum bid of £500,000. The Council prepared a bid but were unable to submit it, as it didn't meet the minimum threshold for value, and a suitable consortium approach could not be identified.
- 1.3 In October 2020, following feedback on Phase 1A which was undersubscribed, BEIS announced a second round (Phase 1B) with LAs required to submit bids by 04 December 2020. Each bid had to be for a minimum of £250,000 of grant funding with its aim to raise the energy efficiency of low-income and low Energy Performance Certificate (EPC) rated homes. It focused on those households living in the worst quality off-gas grid homes, delivering progress towards: reducing fuel poverty, the phasing out of high carbon fossil fuel heating and the UK's commitment to net carbon zero by 2050.
- 1.4 Delivery deadline for works projects benefitting from a Phase 1B bid is 30 September 2021 with all successful bidders to be notified in January 2021.
- 1.5 The Council submitted its GHG Phase 1B bid on 04 December 2020 and on 27 January received notification that it has been successful. The bid focussed on delivering a variety of energy efficiency measures to 56 qualifying council tenants homes. The measures include the installation of air source heat pumps, external wall or cavity wall insulation, loft insulation, solar photovoltaic panels and low energy light bulbs. To be eligible for the GHG funding, each property in receipt of works requires an existing EPC-rating of Band D to G and its occupants must have a combined income under £30,000 per annum.
- 1.6 The value of the grant awarded is £264k, with a contribution required from the Council of £437k, making a total scheme value of £701k.
- 1.7 Our bid followed GHG "Best Practice" Guidelines in stipulating any contractor installing energy efficiency measures on the Council's behalf will be Trustmark-registered with all works certified to PAS 2035:2019. Housing's in-house teams currently do not have the necessary accreditation or capacity to deliver the identified works by the 30 September deadline and so we need to procure the services of a suitably competent, specialist contractor.

1.8 The appointment of such a contractor will:

- Ensure delivery compliance with our bid in terms of the quality of delivered works and deadline for completion;
- Facilitate learning opportunities for what in-house teams perceive as a pilot project on a journey towards a future expansion in commercial operations;
- Enhance our reputation with the BEIS when submitting similar future bids.

1.9 We also do not currently have a retained accredited domestic energy assessor (DEA). A DEA is essential for the production of EPCs, both to aid final selection of eligible homes and to support future GHG applications for payment to BEIS.

## **2.0 PROPOSED PROCUREMENT - INSTALLATION OF GREEN HOMES ENERGY EFFICIENCY MEASURES**

2.1 Consortium Procurement Construction's (CPC) N8 Energy Efficiency Measures and Associated Works Framework is a UK-compliant procurement route to access the specialist supplier the Council require. The Framework commenced on 09 November 2020 and is therefore an example of recent market testing.

2.2 CPC evaluated tenders from potential framework suppliers using a weighing of 60% quality 40% price, with scores allocated to the following specific areas:

- Accreditation, warranties and product training
- Project resource
- Defects resolution
- Contract management
- Safe working
- Customer care
- CDM compliance
- Social value

2.3 Work stream 1 (WS1) of the Framework covers the provision of 21 different energy efficiency measures across 3 value bands. Confidential Appendix 1 Table 1 shows the specific energy efficiency measures to be delivered to comply with our GHG bid. The CPC framework suppliers in ranking order for each within the East Midlands region are shown in this confidential Appendix.

2.4 It is proposed to select Arron Services as our contractor on the basis that they are listed for each measure (ranked no. 1 for 4 measures) and a single contractor will simplify delivery of the works and associated contract management, and provide an opportunity for project efficiencies.

## **3.0 PROPOSED PROCUREMENT - DOMESTIC ENERGY ASSESSOR SERVICES**

3.1 CPC'S N8C Energy Efficiency Consultancy Services Framework commenced on 01 June 2020 and, as with the above framework, is compliant with UK procurement regulations. The aim of the Framework is to provide support services to specifically aid the planning and delivery of the energy efficiency measures provided under the above CPC N8 Framework.

- 3.2 The scope of consultancy works covered by the N8C Framework includes building energy management, project management and building energy certificates. The original tender evaluation by CPC was based on a weighing of 60% quality: 40% price, with Currie and Brown UK Limited emerging as no.1 ranked supplier as detailed in Confidential Appendix 1. It is this supplier we propose to select as our domestic energy assessor.

#### **4.0 FINANCIAL IMPLICATIONS**

- 4.1 The successful GHG bid was for £264,000 funding from BEIS towards the anticipated cost of the proposed works. The total anticipated cost of the works is £701,000, requiring a contribution from the Council of £437,000. The proposed works must be completed by the deadline of 30 September 2021 to qualify for the grant.
- 4.2 There is a £250k zero carbon programme approved for 2021/22, which can be used to fund this work. The additional cost pressure will be picked up either through a virement from any identified underspending during the year, or additional revenue contribution to capital outlay using the HRA's reserves (which are forecast to be over £6m at the end of March).

#### **5.0 URGENT ITEM**

- 5.1 The approval of the Chairman of the Council has been given to the exemption of the Council's Scrutiny Procedure rules in relation to the call-in of the decision on this item, since any call-in would prejudice the ability of the council to appoint contractors to undertake the works required by the deadline set by BEIS in their grant offer. The Chairman has considered the grant terms and agrees that the matter before Cabinet is urgent for this reason.

<b>Policies and other considerations, as appropriate</b>	
Council Priorities:	<ul style="list-style-type: none"> <li>- Support for businesses and helping people into local jobs</li> <li>- Developing a clean and green district</li> <li>- Local people live in high quality, affordable homes</li> <li>-</li> </ul>
Policy Considerations:	Contract procurement rules within the constitution
Safeguarding:	Suppliers will be required to follow the Council's Safeguarding Policy and procedures.
Equalities/Diversity:	No direct implications identified
Customer Impact:	Delivery of the works will improve the energy efficiency of tenants' homes, improving the comfort of their living space whilst also reducing their fuel bills.
Economic and Social Impact:	Reduced fuel bills for tenants provides an opportunity to spend more money on other essentials such as an improved diet and the prospect of better health.
Environment and Climate Change:	The identified works will contribute to local and National initiatives towards a carbon net zero economy.
Consultation/Community Engagement:	None identified.
Risks:	All risks have been mitigated by officers.
Officer Contact	Chris Lambert Head of Housing <a href="mailto:Chris.lambert@nwleicestershire.gov.uk">Chris.lambert@nwleicestershire.gov.uk</a>

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