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Meeting	<b>CABINET</b>
Time/Day/Date	5.00 pm on Tuesday, 21 November 2023
Location	Abbey Room, Stenson House, London Road, Coalville, LE67 3FN
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 interests you should make clear the nature of that interest and whether it is a disclosable pecuniary interest, registerable interest or other interest.	
<b>3. PUBLIC QUESTION AND ANSWER SESSION</b>	
<b>4. MINUTES</b>	
To confirm the minutes of the meeting held on 24 October 2023	<b>3 - 8</b>
<b>5. 2023/24 QUARTER 2 GENERAL FUND AND HOUSING REVENUE ACCOUNT (HRA) FINANCE UPDATE</b>	
The report of the Strategic Director of Resources Presented by the Corporate Portfolio Holder	<b>9 - 26</b>
<b>6. MINUTES OF THE COALVILLE SPECIAL EXPENSES WORKING PARTY</b>	
The report of the Strategic Director of Place Presented by the Business and Regeneration Portfolio Holder	<b>27 - 34</b>
<b>7. EXCLUSION OF THE PRESS AND PUBLIC</b>	
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.

**8. ENFORCEMENT AGENCY SERVICES**

The report of the Strategic Director of Resources  
Presented by the Corporate Portfolio Holder

**35 - 38**

Circulation:

Councillor R Blunt (Chair)  
Councillor M B Wyatt (Deputy Chair)  
Councillor T Gillard  
Councillor K Merrie MBE  
Councillor N J Rushton  
Councillor A C Saffell  
Councillor A C Woodman

MINUTES of a meeting of the CABINET held in the Abbey Room, Stenson House, London Road, Coalville, LE67 3FN on TUESDAY, 24 OCTOBER 2023

Present: Councillor R Blunt (Chair)

Councillors M B Wyatt, T Gillard, K Merrie MBE, A C Saffell and A C Woodman

In Attendance: Councillors P Lees, S Lambeth, D Everitt, T Eynon, J Geary, J Legrys and S Sheahan

Officers: Mrs A Thomas, Mr J Arnold, Mr A Barton, Miss E Warhurst, Mr P Stone, Mrs C Hammond and Mr T Devonshire

### **38. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor N Rushton.

### **39. DECLARATION OF INTERESTS**

There were no interests declared.

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

Mr G. Tyers asked the following question:

"I am concerned about the amount of money being spent on 'Coalville Special Expenses', especially relating to Grounds Maintenance. The Grounds Maintenance budget for this year, excluding Broomleys Cemetery, is £296,600. Since only £4,000 is allocated to flower bed planting and £27,000 to grass cutting, I decided to submit a Freedom of Information request in July this year (ref no 1125) to try to establish where the remaining budget allocation was being spent. I have been refused this information and have just been given a list of functions without any monetary allocation.

Could the portfolio holder please explain why the information was refused and the justification for spending over a quarter of a million pounds annually, on the remaining functions (as listed in your reply to my FOI request) - trimming bushes, clearing litter, spraying, street furniture, various inspections/tests, locking/unlocking and line markings?"

Councillor T. Gillard referred to the following response:

Whilst we apologise to Mr Tyers for not providing the level of detail he requested, I can assure him that this is due to us not having that required level of detail. The cost to Coalville Special Expenses of the Grounds Maintenance Function doesn't have a specific financial amount attached to each area or task, it is based on the number of staff that have been historically allocated to delivering the service. Currently this is just slightly over four full-time members of staff, although the fluidity of the service dictates that this isn't always the same members of staff. The average hourly rate for a Grounds Maintenance Operative is £49.30 and, therefore, the total cost for these staff over the year is £160,160, and this covers their salary, national insurance and pension contributions. In addition to this, there are Operational Overheads which total £56,350 and this cost covers elements such as vehicle costs, operational equipment, fuel, servicing, tipping fees, staff training, personal protective equipment, and a contribution towards the running of the depot at Coalville Park which includes elements such as business rates, electricity, service contracts, refuse collection and insurance.

On top of these are two further costs. The first is a cost of £32,630 Management and Admin Overheads which is a contribution towards the cost of the Parks and Open Spaces Team Leader, the Parks and Open Spaces Development Officer, the Grounds

Maintenance Supervisor, and the Parks and Open Spaces Admin Assistant, to cover a proportion of their salaries, national insurance and pension contributions. The final element is a cost of £47,460 towards Service Management Costs. This is a contribution towards the salary, national insurance and pension contributions of the Leisure Services Team Manager, the Head of Community Services, and the Strategic Director, as well as a contribution towards the other internal Council services that support the delivery of the service such as Human Resources, Payroll, Finance, Communications, Information and Communication Technology, Legal Services, and Customer Services in line with normal council accounting practises.

The total of all these elements is £296,600.

Whilst we are not able to allocate costs to the specific functions across the Coalville Special Expense area or sites, it should be noted that these costs are based on the amount of time the operatives spend on site at a total cost of £160,160 a year, and do not include the £56,350 cost for Operational Overheads, the £32,630 for Management and Admin Overheads, or the £47,460 for Service Management Costs. The £160,160 covers the functions as previously highlighted to Mr Tyers and include grass cutting, play area inspections, locking and unlocking of sites, statutory checks, emptying of bins, tree surveys, litter picking, weed spraying, shrub maintenance, hedge maintenance, the management of street furniture, line marking of pitches, the maintenance of the bowls green at Scotlands Recreation Ground, tree works, the management of sports pavilions, routine maintenance, and other related tasks.

This work covers the sites also highlighted to Mr Tyers of which there are 21. Whilst costs across all sites will differ due to the nature of them, this equates to an average of £7,627 per site per annum. Considering a Grounds Maintenance Operative's average hourly rate of £49.30, this equates to an average site visit of just over six hours per month for two members of staff, or 90 minutes weekly. This covers the main weekly tasks of emptying bins, litter picking, undertaking visual inspections of play area equipment, undertaking statutory inspections, and undertaking routine maintenance which, including travel time, would normally take two members of staff at least 1 hour. This obviously doesn't take into account some sites which are visited more frequently than weekly and the other highlighted tasks which are undertaken less frequently but take considerably longer to deliver.

As a supplementary question, Mr G Tyers outlined some of the things he felt had been inadequately detailed in the response he received, and he therefore reiterated his original question.

Councillor T Gillard asked the Strategic Director responsible for Communities for further information. It was agreed that the Strategic Director would arrange a meeting with Mr Tyers and the relevant Officers to privately discuss matters which could not be immediately explained.

The Chair expressed sympathy with Mr Tyers and assured him that the Cabinet would endeavour to provide a satisfactory answer in due course.

#### **41. MINUTES**

The minutes of the meeting held on 19 September 2023 were considered.

It was moved by Councillor T Gillard, seconded by Councillor M Wyatt and

RESOLVED THAT:

The minutes of the meeting on 19 September 2023 be approved as an accurate record of proceedings.

## 42. COUNCIL DELIVERY PLAN

The Infrastructure Portfolio Holder presented the report.

In response to a written submission, the Chair invited Councillor S Lambeth to provide comments on the report on behalf of the Labour Group.

Councillor S Lambeth discussed the key criticisms that the Labour Group had of the Delivery Plan, as set out in the document circulated at the meeting. He suggested that the administration's plan lacked ambition, had created a serious financial issue in the long term, failed to address the impact of inflation on reserves in the current year and future years and consequently meant that the real value of the reserves was being reduced. The result was the deterioration of services, the potential need for service cutbacks, and declining employment conditions for Council staff. There was a failure to do prudent long term planning. The Key Performance Indicators (KPIs) were, he added, insufficient and failed to provide the appropriate metrics to scrutinise performance.

Councillor K Merrie refuted these criticisms. He noted that there had been a recent update in the process of reporting on the budget and explained what this entailed. He also outlined that the in-year position for 2023-24 will be reported to Cabinet on a quarterly basis.

In terms of Council Tax increases, he explained that this will be considered as part of the approach to setting the budget for 2024-25 alongside a range of budget options and after consideration of the funding announcements from the Government's Autumn Statement and the Local Government Finance Settlement.

He also explained that the Council has a timetable for its budget setting process which will examine a range of budget options in support of setting a balanced budget for 2024-25. All Councillors are scheduled to be briefed on the budget options on 12 December 2023.

He added that the Council Delivery Plan reflected an attempt to bring in all stakeholders including the opposition, and the Scrutiny comments lacked specific, direct suggestions of how the Delivery Plan should be reshaped. Nevertheless, Officers and the Alliance had tried to accommodate Scrutiny comments where possible, and more so than in previous Delivery Plan drafting processes. These comments were captured in Appendix 5 of the report. He also had a conception of how KPIs should operate which was different to the conception of KPIs held by the Labour Group.

The Chair said the KPIs as existed reflected the Portfolio Holders private industry experience, though he accepted there was still work to be done. The Opposition still had a constructive role to play.

Councillor S Lambeth advised the Cabinet that he had a lot of experience of setting appropriate KPIs and wanted to work with the administration on the KPIs in the Delivery Plan.

The Chair welcomed Councillor Lambeth's input going forwards.

Councillor K Merrie confirmed that he would engage with Councillor S Lambeth again during the next stage of the process.

It was moved by Councillor K Merrie, seconded by Councillor M Wyatt, and

RESOLVED THAT:

The Council Delivery Plan be noted by prior to its progress to Council.

**Reason for Decision:** To progress the Council Delivery Plan to the next stage which is consideration by full Council.

**43. INVESTMENT PROPERTY LEASEHOLD DISPOSALS**

The Housing and Property Portfolio Holder presented the report.

It was moved by Councillor A Woodman, seconded by Councillor K Merrie, and

RESOLVED THAT:

The grant of leases detailed in Table 2.1 be approved.

**Reason for Decision:** to enable the letting of council commercial properties to proceed and rental income to be generated.

**44. EXCLUSION OF PRESS AND PUBLIC**

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

RESOLVED THAT:

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

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

**45. EXEMPTION FROM THE COUNCIL'S CONTRACT PROCEDURE RULES - PROCUREMENT SERVICE**

The Leader of the Council presented the report.

It was moved by Councillor R Blunt, seconded by Councillor K Merrie, and

RESOLVED THAT:

The recommendations within the report be approved.

**Reason for Decision:** the council's Financial and Contract Procedures require that exemptions be reported to Cabinet.

**46. EAST MIDLANDS DEVELOPMENT COMPANY LIMITED**

The Infrastructure Portfolio Holder presented the report.

It was moved by Councillor K Merrie, seconded by Councillor R Blunt, and

RESOLVED THAT:

The recommendations within the report be approved.

**Reason for Decision:** to enable the Council to respond to the “Funding Notice” request for 2023/24 from East Midlands Development Company.

**47. UNIFORM IDOX SOFTWARE AND LICENCING CONTRACT RENEWAL**

The Leader of the Council presented the report.

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

RESOLVED THAT:

The recommendations within the report be approved.

**Reason for Decision:** the level of expenditure on the proposed contract exceeds the authority level in the Scheme of Delegation.

The meeting commenced at 5.00 pm

The Chairman closed the meeting at 5.29 pm

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## NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

CABINET – TUESDAY, 21 NOVEMBER 2023



<b>Title of Report</b>	<b>2023/24 QUARTER 2 GENERAL FUND AND HOUSING REVENUE ACCOUNT (HRA) FINANCE UPDATE</b>	
<b>Presented by</b>	Councillor Nick Rushton Corporate Portfolio Holder  PH Briefed <input checked="" type="checkbox"/>	
<b>Background Papers</b>	<a href="#">2023/24 Quarter 1 General Fund and Housing Revenue Account (HRA) Finance Update</a> – Cabinet 19 September 2023	<b>Public Report:</b> Yes
		<b>Key Decision:</b> Yes
<b>Financial Implications</b>	The financial implications are detailed within the report and the attached appendices.	
	<b>Signed off by the Section 151 Officer:</b> Yes	
<b>Legal Implications</b>	No legal implications arising from this report.	
	<b>Signed off by the Monitoring Officer:</b> Yes	
<b>Staffing and Corporate Implications</b>	There are no staffing implications arising from this report.	
	<b>Signed off by the Head of Paid Service:</b> Yes	
<b>Purpose of Report</b>	To provide Cabinet with details of virements and supplementary estimates.	
<b>Reason for Decision</b>	To request approval for the virements and supplementary estimates that are dedicated to Cabinet.	
<b>Recommendations</b>	<b>CABINET IS RECOMMENDED TO:</b> <ol style="list-style-type: none"> <li>1. APPROVE THE VIREMENTS AS DETAILED IN APPENDIX 1(b).</li> <li>2. NOTE THE SUPPLEMENTARY ESTIMATES DETAILED ON APPENDIX 2(b) WHICH ARE BELOW £100K AND ARE EXTERNALLY FUNDED.</li> <li>3. APPROVE THE SUPPLEMENTARY ESTIMATES DETAILED ON APPENDIX 2(b) WHICH ARE ABOVE £100K AND ARE EXTERNALLY FUNDED.</li> <li>4. APPROVE ALL SUPPLEMENTARY ESTIMATES DETAILED ON APPENDIX 2(b) WHICH REQUIRE</li> </ol>	

	<p style="text-align: center;"><b>COUNCIL FUNDING.</b></p> <p><b>5. DELEGATE APPROVAL TO THE DIRECTOR OF RESOURCES FOR SUPPLEMENTARY ESTIMATES BELOW £10,000 REQUIRING COUNCIL FUNDING.</b></p> <p><b>6. NOTE THE REVISED 2023/24 GENERAL FUND CAPITAL PROGRAMME BUDGET DETAILED IN APPENDIX 3.</b></p> <p><b>7. NOTE THE REVISED 2023/24 HOUSING REVENUE ACCOUNT (HRA) CAPITAL PROGRAMME BUDGET DETAILED IN APPENDIX 4.</b></p>
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## **1.0 BACKGROUND**

1.1 The financial position for the first quarter of the financial year was presented to Cabinet on the 19 September 2023. A link to the report is available in the background papers. In summary the financial position reported was:

- a) A forecast overspend of £252k for the General Fund.
- b) The Special Expenses forecast was in line with the approved budget.
- c) A forecast overspend of £436k for the Housing Revenue Account (HRA).

1.2 As reported in the quarter one report, managers are expected to bring their spending back within budget which the Council successfully achieved in the last financial year.

1.3 This report will not provide the same level of detail as the quarter one report due to the ongoing implementation of the new finance system, the ongoing audit of the 2021/22 Statement of Accounts and the vacancies within the Finance team. Rather than undertake detailed budget monitoring the finance team have focused resources on preparation for the setting on the 2024/25 budget, as well as the roll-out of manager dashboards across the organisation. The manager dashboards are an enhancement which has been developed as part of the new financial system and will provide budget holders with improved reporting. An in-depth financial management report will be completed at Quarter 3 and presented to Cabinet on 27 February 2024.

1.4 The purpose of this report is to update Members on:

- a) virements over £100k that require Cabinet approval.
- b) supplementary estimates requested and to request approval for those over £100k which are externally funded and for approval for any which are Council funded.
- c) the capital programme for the period 1 April 2023 to 30 September 2023 on the proposed resourcing of the capital programme and the level of Council capital resources available, including capital receipts.
- d) the changes to the capital programme and the variations to scheme budgets and re-profiling of budgets to future years.

## **2.0 VIREMENTS**

2.1 A virement is defined as where one or more budget(s) are reduced to fund an increase in another budget(s). There is no net change in the total budget agreed by Council arising from a virement. Virement approval levels are detailed in the Constitution and are shown in Appendix 1(a).

- 2.2 Appendix 1(b) details the virements over £100k that require approval. There are two virements for approval by Cabinet. These are all in relation to the accommodation project and more information is available in the capital update in section 4.

### 3.0 SUPPLEMENTARY ESTIMATES

- 3.1 A supplementary estimate is an addition to the Council's agreed budget. Supplementary estimates can be one-offs, or recurring. In either case, supplementary estimates should only be considered after all other options, such as virements, or savings, have been considered. Supplementary estimates include budgets fully funded by external grant or contribution.
- 3.2 All supplementary estimates which require Council funding require Cabinet/Council approval whereas fully external funded are reported to Cabinet below £100k for information and require approval over £100k. The approval levels are documented in Appendix 2(a).
- 3.3 Appendix 2(b) details all the supplementary estimates grouped by value and funding type with details of the reasons for the requests. As can be seen in the appendix, supplementary estimates total £453k for quarter two, of which £163k is funded externally and £290k requires council funding.
- 3.4 Under the constitution, all supplementary estimates under £100k requiring Council funding are subject to Cabinet approval. It is requested that delegation is given to the Director of Resources to approve supplementary estimates below £10k to ensure that minor requests for additional budgets are not held up whilst awaiting for Cabinet approval.

### 4.0 CAPITAL UPDATE

- 4.1 Schemes in the Capital Programme are grouped under two categories and these are:

Development Pool: These are schemes not yet fully costed or funding sources not identified. A business case is required to be prepared and presented to the Capital Strategy Group for consideration before the scheme can go ahead.

Active Pool: Schemes in this category have been approved (by either Capital Strategy Group, Cabinet or Council), fully funded and are being delivered.

#### General Fund

- 4.2 Table 1 below details the quarter two position on the 2023/24 general fund capital programme. Full scheme-by-scheme analysis can be found in Appendix 3.

**Table 1 – Quarter 2 2023/24 Forecast Outturn for the General Fund Capital Programme**

Department	Original Budget	Prior Year C/fwd	In-Year Changes	Revised Budget	Spend @ Qtr 2	2023/24 Forecast Outturn	Variance (budget v outturn)	C/fwd to Future Years
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Place	2,843	7,740	- 5,412	5,171	767	5,171	-	5,659
Community Services	3,425	4,972	- 5,470	2,928	1,838	2,924	4	7,726
Resources	168	355	- 223	301	59	301	-	19
<b>Total</b>	<b>6,437</b>	<b>13,067</b>	<b>- 11,105</b>	<b>8,400</b>	<b>2,664</b>	<b>8,395</b>	<b>4</b>	<b>13,404</b>

- 4.3 Expenditure is expected to pick up for the second half of the financial year and the forecast outturn is £8.4m. A total of £13.4m of the budget is projected to be carried forward to future years. This is detailed in Table 2 below.

**Table 2 – Reprofiled of budgets to future years**

Department	Reprofiled to 24/25	Reprofiled to 25/26	Reprofiled to 25/26	Total
	£'000	£'000	£'000	£'000
Place	4,456	1,203		5,659
Community Services	7,726			7,726
Resources	19			19
<b>Total</b>	<b>12,201</b>	<b>1,203</b>	<b>-</b>	<b>13,404</b>

- 4.4 Table 3 details those schemes that have been moved, following approval at the Capital Strategy Group, from the development pool to the active pool during the year.

**Table 3 – Quarter 2 Schemes Movements**

Capital Scheme	Movement	Reason for Movement
	£'000	
Linden Way Depot - MOT Lane Upgrade	59,815	Considered by Capital Strategy Group and approved to transfer from development pool to active programme.
UKSPF - Mantel Lane Bridge	64,060	Considered by Capital Strategy Group and approved to transfer from development pool to active programme.
UKSPF - Mother & Child	64,000	Considered by Capital Strategy Group and approved to transfer from development pool to active programme.
	<b>187,875</b>	

- 4.4 There are no new schemes that require approval in quarter 2.
- 4.5 It was reported in the quarter one report, that one of the major schemes within the capital programme, the Accommodation Project, was forecast to be overspent. The forecast overspend is £330k and this is due to inflation and the need to undertake backlog strategic maintenance works especially to Stenson House. Undertaking the backlog maintenance works now has prevented additional expenditure in the future. The financing of the overspend is detailed in Appendix 1(b). The Accommodation Project is now complete and upon the sale of the former council office site, the Coalville Regeneration budget will be recompensed for funding used for the overspend.

Housing Revenue Account (HRA)

- 4.6 Table 4 below details the quarter two position on the 2023/24 general fund capital programme. Full scheme-by-scheme analysis can be found in Appendix 4.

**Table 4 – Quarter 2 2023/24 Forecast Outturn for the HRA Capital Programme**

Department	Original Budget	Prior Year C/fwd	In-Year Changes	Revised Budget	Spend @ Qtr 2	2023/24 Forecast Outturn	Variance (budget v outturn)	C/fwd to Future Years
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
New Build	2,948	6,003	- 8,222	729	12	729	-	8,222
Improvements & Modernisation	12,226	8,555	- 10,457	10,324	1,765	10,269	55	10,457
<b>Total</b>	<b>15,174</b>	<b>14,558</b>	<b>- 18,679</b>	<b>11,053</b>	<b>1,777</b>	<b>10,998</b>	<b>55</b>	<b>18,679</b>

- 4.7 Expenditure at the end of quarter two was £1.8m and the majority is in relation to the Improvement and Modernisation Programme. The forecast outturn is in line with the revised budget. This is the result of the programme of expenditure being allocated against workstreams with realistic timings. The programme will be continued to be monitored against these timings. The relevant budgets have been re-profiled to future years to reflect the updated timings.

<b>Policies and other considerations, as appropriate</b>	
Council Priorities:	The spending from the budget provides funding for the Council to deliver against all its priorities
Policy Considerations:	None
Safeguarding:	None
Equalities/Diversity:	None
Customer Impact:	None
Economic and Social Impact:	The Council plans to invest up to £3.5m in town centre regeneration and public realm works in the current financial year.
Environment, Climate Change and Zero Carbon:	The Council plans to invest up to £3.1m retrofitting Council homes to make them carbon neutral. Up to £0.5m is forecast to be spent on purchasing environmentally friendly vehicles and installing electric vehicle charging points throughout the district in the current financial year.
Consultation/Community/Tenant Engagement:	None
Risks:	High levels of inflation can undermine the Council's financial reserves. As inflation rises, the real purchasing power of the Council's reserves steadily erodes, meaning the same amount of money can purchase progressively fewer goods and services. This erosion of value poses a challenge to the organisation's ability to maintain financial stability and achieve its long-term financial objectives. Furthermore, the Council has opted to allocate its increased interest earnings (resulting from increased base rate) towards funding its base revenue budget rather than reinvesting them into reserves. This strategic

	<p>choice, combined with the inflationary pressure, leads to an overall devaluation of reserves. Essentially, this practice leaves the organisation with reduced financial resilience, as it does not adequately account for the eroding effect of inflation on its reserves.</p> <p>Although the current high levels of inflation are causing additional pressure, reserves might be expected to grow with more moderate levels of inflation over the long term. Real returns (i.e. after inflation) are and have been negative despite investment returns rising. So even if the Council changed its policy to add interest earnings to reserves it still would not address the whole problem. Indeed, very few investment returns are beating inflation and in general if the Council wanted higher returns it would need to invest for a longer period and/or with riskier assets, which the Council has decided not to do. The budgets will continue to be monitored throughout the year to ensure the Council remains within its funding envelope.</p>
Officer Contact	<p>Anna Crouch  Head of Finance  <a href="mailto:anna.crouch@nwleicestershire.gov.uk">anna.crouch@nwleicestershire.gov.uk</a></p>

## Virement – Approval Levels

<b>Value</b>	<b>Within a Budget Head</b>	<b>Between Budget Heads in same Directorate</b>	<b>Between Directorates</b>
Between £0 - £4,999	Heads of Service	Heads of Service	Heads of Service
Between £5,000 and £24,999	Head of Service and Strategic Directors	Strategic Directors and Portfolio Holder(s)	Strategic Directors and Portfolio Holder(s)
Between £25,000 and £99,999	Strategic Directors and Portfolio Holder(s)	Strategic Directors and Portfolio Holder(s)	Strategic Directors and Portfolio Holder(s)
Between £100,000 and £249,999	Cabinet	Cabinet	Cabinet
£250,000 and over	Full Council	Full Council	Full Council

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**Virements - General Fund, HRA & Special Expenses (Capital & Revenue)**

Capital/ Revenue	General Fund/ HRA / Special Expenses	Directorate	Service	Service Area/Scheme	Directorate	Service	Service Area/Scheme	Recurring/ One-Off	Amount £	Reason For Request
		From			To					
<b>Externally Funded Between £100,000 and £249,999 (for Cabinet Approval)</b>										
Capital	General Fund	Place	Property and Economic Regeneration	Coalville Regeneration	Place	Property Services	Accommodation	One-off	178,711	To fund the overspend on the accommodation project
Capital	General Fund	Place	Property and Economic Regeneration	Council Office Demolition	Place	Property Services	Accommodation	One-off	150,000	To fund the overspend on the accommodation project
									<b>328,711</b>	
<b>Externally Funded Over £250,000 (For Council Approval)</b>										
									-	
<b>TOTAL SUPPLEMENTARY ESTIMATES</b>									<b>328,711</b>	

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## Supplementary Estimates Authorisation Levels

Value	Approval Level Required	
	Fully Externally Funded	Requires Council Funding
Between £0 and £99,999	Head of Service [then reported to Cabinet at next meeting]	Cabinet
Between £100,000 and £249,999	Cabinet	Cabinet
£250,000 and over	Full Council	Full Council
Notes:		
<ol style="list-style-type: none"> <li>1. In all circumstances Supplementary Estimates require approval by the S151 Officer.</li> <li>2. Council funding includes (but is not limited to) revenue budget, reserves, Section 106, capital receipts and borrowing. S151 Officer decision will undertaken an assessment.</li> <li>3. Supplementary Estimates should not be artificially disaggregated.</li> <li>4. Supplementary Estimates rules apply to capital and revenue.</li> </ol>		

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**North West Leicestershire District Council**  
**Quarter 2 2023/24 General Fund Capital Programme Update**

Scheme	Original Budget £'000	Prior Year C/fwd £'000	In-year Changes £'000	Revised Budget £'000	Expenditure @ P6 £'000	23/24 Forecast Outturn £'000	Variance £'000	Carry-Forward to Future Years £'000
<b>GENERAL FUND</b>								
<b>Active Programme:</b>								
Disabled Facilities Grant	670	123	(255)	538	180	537	1	2,429
Council Offices Works	720	803	331	1,853	683	1,853	0	150
IT & Software (Including Finance review and Wi-Fi)	158	152	(19)	291	59	291	0	19
Car Parks	13	71	(32)	52	38	53	(2)	0
Leisure Centres	195	1,000	(1,046)	150	111	150	0	1,046
Electric Vehicle Charging Points	0	248	(131)	118	83	122	(4)	50
Marlborough Square Improvements	0	2,385	(532)	1,852	78	1,852	0	992
Appleby Magna Caravan site redevelopment	0	39	0	39	0	39	0	0
Bins and Recycling Containers	194	0	0	194	63	189	5	0
Commercial Property Works	0	3,491	(3,391)	100	2	100	(0)	3,391
Public Conveniences	0	0	23	23	18	19	4	0
							0	
<b>Development Pool:</b>							0	
Heritage Assets Work	0	10	(9)	1	1	1	0	9
Transport Account Vehicles	2,202	3,480	(4,151)	1,531	1,344	1,531	0	4,151
Hermitage Recreational Ground Building demolition	0	196	(171)	25	1	25	0	146
Coalville Regeneration	500	345	(820)	25	0	25	0	542
The Courtyard Roof Repair	200	0	(200)	0	0	0	0	200
UK Shared Prosperity Funded Schemes	515	477	(198)	795	0	795	0	230
Kegworth Public Realm Works	908	0	(290)	618	3	618	0	0
Other schemes	151	50	(15)	185	0	185	0	50
Programme Contingency	0	204	(204)	0	0	0	(0)	0
<b>Special Expenses:</b>								
Staples Drive - Fencing replacement	10	0	0	10		10	0	0
<b>TOTAL</b>	<b>6,437</b>	<b>13,072</b>	<b>(11,110)</b>	<b>8,400</b>	<b>2,664</b>	<b>8,395</b>	<b>4</b>	<b>13,404</b>

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## North West Leicestershire District Council HRA Capital Programme 2023/24

Scheme	Original Budget	Prior Year C/fwd	In-year Changes	Revised Budget	Expenditure @ P6	2023/24 Forecast Outturn	Variance	Carry-Forward to Future Years
	£'000	£'000	£'000	£'000	£'000		£'000	£'000
<b>Development Pool:</b>								
<b>Acquisitions and New Build</b>								
Queensway, Measham (Phase 4)		929	(764)	165	3	165	0	764
Howe Road, Whitwick (Phase 4)		823	(823)	0	0	0	0	823
Woulds Court, Moira ( Phase 5)		2,089	(2,019)	70	1	70	0	2,019
Cedar Grove, Moira (Phase 5)	460	323	(668)	115	0	115	0	668
The Oaks	1,064	636	(1,625)	75	3	75	0	1,625
Phase 6 - Western Avenue		4	(4)	0	0	0	0	4
S106 purchase - Osgathorpe	0	395	(395)	0	0	0	0	540
S106 purchase - Ravenstone/The Coppice	0	82	(82)	0	0	0	0	82
Acquisition of affordable homes		722	(718)	4	5	4	0	573
EMH - Standard Hill	924	0	(824)	100	0	100	0	824
New Sites - Contingency	500	0	(300)	200	0	200	0	300
<b>Active Programme:</b>								
<b>Improvements and Modernisation</b>								
<b>Home Improvement Programme</b>								
2019 - 2024 Home Improvement Programme	4,500	5,738	(5,938)	4,300	1,502	4,300	0	5,938
<b>Estate Improvements</b>								
Off Street Parking	1,000	220	(720)	500	0	500	0	720
Footpaths and Unadopted Roads	50	100	0	150	0	150	0	0
Garage demolition and replacement	100	99	0	199	0	199	0	0
Place Shaping Pilot	0	250	(250)	0	0	0	0	250
Estate Projects - other	100	236	(300)	36	0	31	5	250
Commercial Boilers	150	0	0	150	0	150	0	0
Stock Condition Survey	450		(200)	250	0	250	0	250
Vehicles	55	0	0	55	0	55	0	0
<b>Compliance</b>								
Passive Fire Safety	1,100	0	(700)	400	0	400	0	700
Major Aids and Adaptations	400	0	0	400	214	400	0	0
Zero Carbon Programme	3,139	0	(1,439)	1,700		1,700	0	1,439
<b>Supported Housing Improvements</b>								
Speech Module	0	260	(260)	0	0	0	0	260
Sheltered Housing Improvements	100	650	(600)	150	0	100	50	450
Scheme Lighting	200	0	0	200	0	200	0	0
Tunstall System	260		(150)	110	0	110	0	200
Electrical Upgrades	0	200	100	300	0	300	0	0
Energy Performance Certificates	130	0	0	130	0	130	0	0
Large Roof Replacement	300	0	0	300	0	300	0	0
<b>Other Capital Spend</b>								
Capital Works - Voids	0	494	0	494	0	494	0	
Housing Management IT System	192	308	0	500	48	500	0	0
Capital Salaries	0	0	0	0	0	0	0	0
<b>Total</b>	<b>15,174</b>	<b>14,558</b>	<b>(18,679)</b>	<b>11,053</b>	<b>1,777</b>	<b>10,998</b>	<b>55</b>	<b>18,679</b>

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## NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

CABINET – TUESDAY, 21 NOVEMBER 2023



<b>Title of Report</b>	<b>MINUTES OF THE COALVILLE SPECIAL EXPENSES WORKING PARTY</b>	
<b>Presented by</b>	Councillor Tony Gillard Business and Regeneration Portfolio Holder  PH Briefed <input type="checkbox"/> Yes	
<b>Background Papers</b>	<a href="#">Agenda Document for Coalville Special Expenses Working Party, 10/10/2023 18:30</a>	<b>Public Report:</b> Yes
		<b>Key Decision:</b> No
<b>Financial Implications</b>	As set out in the reports to the CSEWP on 10 October 2023 and set out in paragraph 3.1 below.	
	<b>Signed off by the Section 151 Officer:</b> Yes	
<b>Legal Implications</b>	Legal advice was provided during the drafting of all reports to the CSEWP on 10 October 2023.	
	<b>Signed off by the Monitoring Officer:</b> Yes	
<b>Staffing and Corporate Implications</b>	There are no staffing or corporate implications arising from the report.	
	<b>Signed off by the Head of Paid Service:</b> Yes	
<b>Purpose of Report</b>	To share the minutes of the Coalville Special Expenses Working Party from 10 October 2023.	
<b>Reason for Decision</b>	So that the decisions of the Coalville Special Expenses Working Party can be considered.	
<b>Recommendations</b>	<ol style="list-style-type: none"> <li>1. THAT CABINET NOTES THE MINUTES OF THE COALVILLE SPECIAL EXPENSES WORKING PARTY AT APPENDIX 1.</li> <li>2. THAT CABINET CONSIDERS ANY RECOMMENDATIONS MADE BY THE WORKING PARTY AT ITS MEETING ON 10 OCTOBER 2023.</li> </ol>	

**1.0 BACKGROUND**

- 1.1 The Coalville Special Expenses Working Party consists of all ward members from the Coalville Special Expenses Area and meets as often as is required to meet business demands, which is usually quarterly.

1.2 As the Working Party reports directly to Cabinet, all recommendations made are to be sent to the first available Cabinet meeting for final approval.

**2.0 TERMS OF REFERENCE**

2.1 To consider budget and financial issues which either solely or predominantly affect the Coalville Special Expenses Area and to make recommendations to Cabinet.

2.2 To receive reports and examine possible project options on which recommendations will be made to Cabinet.

**3.0 RECOMMENDATIONS TO CABINET FROM THE MEETING ON 10 OCTOBER 2023**

3.1 The recommendations from the Capital Projects update were as follows:

- ‘Cabinet be recommended to change their decision to replace the play equipment at Claremont Drive Play Area, and instead the equipment be removed and a more biodiverse area created, saving £7,000 from earmarked reserves that can be transferred back into the Coalville Special Expenses balance.’
- ‘Cabinet be recommended not to progress the Community Woodland Project at Sharpley Avenue Recreation Ground.’
- ‘Cabinet be recommended to approve that Coalville in Bloom be delivered for 2024 either by sponsorship or within the approved budget for next year.’

3.2 The recommendation from the Events Update report was as follows:

- ‘Consideration be given to including a time capsule and that an invitation be sent to the Lord Lieutenant’s Office to invite an appropriate dignitary to attend the 125 year anniversary celebration of Coalville Park.’

Policies and other considerations, as appropriate	
Council Priorities:	Insert relevant Council Priorities: <ul style="list-style-type: none"> <li>- Supporting Coalville to be a more vibrant, family-friendly town</li> <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>- Our communities are safe, healthy and connected</li> </ul>
Policy Considerations:	Taken into consideration in drafting of reports to CSEWP.
Safeguarding:	Taken into consideration in drafting of reports to CSEWP.

Equalities/Diversity:	Taken into consideration in drafting of reports to CSEWP.
Customer Impact:	Taken into consideration in drafting of reports to CSEWP.
Economic and Social Impact:	The reports and proposals presented to CSEWP will have positive economic and social impacts.
Environment, Climate Change and Zero Carbon:	Taken into consideration in drafting of reports to CSEWP.
Consultation/Community/Tenant Engagement:	Taken into consideration in drafting of reports to CSEWP.
Risks:	None identified.
Officer Contact	Paul Wheatley Head of Property and Economic Regeneration <a href="mailto:Paul.Wheatley@nwleicestershire.gov.uk">Paul.Wheatley@nwleicestershire.gov.uk</a>

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MINUTES of a meeting of the COALVILLE SPECIAL EXPENSES WORKING PARTY held in the Abbey Room, Stenson House, London Road, Coalville, LE67 3FN on TUESDAY, 10 OCTOBER 2023

Present: Councillor M B Wyatt (Chairman)

Councillors M Burke, D Everitt, M French, J Geary, J Page, J Windram and L Windram

Officers: Mr J Knight, Mr P Wheatley, Mr T Devonshire and Mr P Stone

#### **14. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor J Legrys.

#### **15. DECLARATIONS OF INTEREST**

Councillor J Geary declared a registerable interest in all items as Director of the Springboard Centre and as the Council's representative for Coalville Town Football Club.

Councillor M Wyatt declared a registerable interest in all items as the owner of two businesses in Coalville.

#### **16. MINUTES OF THE PREVIOUS MEETING**

It was moved by Councillor J Geary, seconded by Councillor L Windram and

RESOLVED THAT:

The minutes of the meeting held on 15 August 2023 be confirmed as an accurate record of proceedings.

#### **17. CAPITAL PROJECTS UPDATE**

The Leisure Services Team Manager presented the report.

A Member discussed a letter sent to him by a constituent concerning Scotland's Pavilion repairs and maintenance. He then asked if the money allocated for the repairs and maintenance would be coming out of the S106 money. The Leisure Services Team Manager advised that this would not be the case as S106 money must be spent on new infrastructure to meet the additional demand created by the development, not general maintenance.

The Member was concerned that if the money was not spent it could be reclaimed and there were other things which the money could be spent on. The Leisure Services Team Manager assured the Member that the money would not be committed until the feasibility study on improving the Pavilion had been completed.

The Head of Property and Economic Regeneration added that there had previously been a request to see a report on the Pavilion, and it would soon be going before the Working Party.

In response to a Member suggesting that the public expected the money to be spent, the Head of Property and Economic Regeneration advised that the £37,000 figure would not cover the whole cost but other sources of funding would be solicited. The finished Pavilion could be presented to the public as an aggregate of various historic S106 contributions.

The Ward Member was happy for the plan to replace the equipment at Claremont Drive to be cancelled, as long as the funding was reserved for other things at the Playground.

The Chairman expressed his pleasure with Coalville in Bloom and particularly that there had been no vandalism.

All Members wanted to see Coalville in Bloom be held again in 2024.

The Chairman expressed concern about the consultation process for works on Sharpley Avenue: he was disappointed with the scheme himself and felt that the public had also been inadequately informed.

The Ward Member concurred that he too would like the project to be cancelled.

The Leisure Services Team Manager advised that reducing the scope of the scheme may be a prudent compromise.

In response to a second Member expressing concern with the process of approving the scheme, the Leisure Services Team Manager advised that it had been a combined effort between Officers, the previous Ward Member, and the previous Portfolio Holder

The Chairman expressed concern with the role of shelters in stimulating anti-social behaviour amongst teenagers. He also called for greater Ward Member involvement moving forwards in the decision making process.

It was moved by Councillor L Windram, seconded by Councillor J Windram, and

RESOLVED THAT:

1. The progress update on the 2023/24 Capital Projects be noted.
2. Cabinet be recommended to change their decision to replace the play equipment at Claremont Drive Play Area, and instead the equipment be removed and a more biodiverse area created, saving £7,000 from earmarked reserves that can be transferred back into the Coalville Special Expenses balance.
3. Cabinet be recommended not to progress the Community Woodland Project at Sharpley Avenue Recreation Ground.
4. Cabinet be recommended to approve that Coalville in Bloom be delivered for 2024 either by sponsorship or within the approved budget for next year.

## **18. 2023/24 EVENTS UPDATE**

The Head of Property and Economic Regeneration presented the report.

A Member expressed concern that Gylo was constraining organisational planning. He was particularly concerned whether permission for the shopping centre and Needhams Walk to be used had been approved. The Head of Property and Economic Regeneration advised that the situation was such that last minute adjustments were possible and flexibility was required but permission had been granted.

The Chairman added that Gylo were late in coming forward and the fact of chasing them had hampered planning efforts.

A Member expressed concern that Gylo could pull out at the last minute and in response the Head of Property and Economic Regeneration advised that Officers are working to formally secure the agreement.



The Chairman suggested that celebrating the 125 year anniversary of Coalville Park was a good opportunity to put on a particularly impressive event. He suggested a few ideas including proms in the park being held, that a time capsule be organised, and that a member of the Royal Family should be invited or another dignitary.

A couple of Members welcomed the Chairman's enthusiasm and the larger scheme, but they were less effusive about the particular idea of inviting the Royal Family.

It was moved by Councillor M Burke, seconded by Councillor M Wyatt and

RESOLVED THAT:

1. Progress made against the 2023/24 Events and Christmas Lights Programme be noted.
2. The 2024/25 draft Events Programme be noted.
3. Consideration be given to including a time capsule and that an invitation be sent to the Lord Lieutenant's Office to invite an appropriate dignitary to attend the 125 year anniversary celebration of Coalville Park.

The meeting commenced at 6.30 pm

The Chairman closed the meeting at 7.12 pm

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

Agenda Item 8.

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