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Meeting	COMMUNITY SCRUTINY COMMITTEE
Time/Day/Date	6.30 pm on Thursday, 27 June 2024
Location	Abbey Room, Stenson House, London Road, Coalville, LE67 3FN
Officer to contact	Democratic Services (01530 454512)

AGENDA

Item	Pages
1. APOLOGIES FOR ABSENCE	
2. DECLARATION OF INTERESTS	
Under the Code of Conduct members are reminded that in declaring interests you should make clear the nature of that interest and whether it is a disclosable pecuniary interest, registerable interest or other interest.	
3. PUBLIC QUESTION AND ANSWER SESSION	
To receive questions from members of the public under rule no.10 of the Council Procedure Rules. The procedure rule provides that members of the public may ask any question on any matter in relation to which the Council has powers or duties which affect the District, provided that three clear days' notice in writing has been given to the Head of Legal and Support Services.	
4. MINUTES	
To approve and sign the minutes of the meeting held on 4 April 2024	3 - 6
5. ANNUAL SCRUTINY REPORT	
The report of the Strategic Director of Place	7 - 22
6. ITEMS FOR INCLUSION IN THE FUTURE WORK PROGRAMME	
To consider any items to be included in the work programme. The plan of forthcoming Cabinet decisions and the current work programme are attached for information.	23 - 54

Circulation:

Councillor T Eynon (Chair)
Councillor M Blair-Park (Deputy Chair)
Councillor M Ball
Councillor M French
Councillor K Horn
Councillor S Lambeth
Councillor P Lees
Councillor E Parle
Councillor L Windram
Councillor D Bigby

MINUTES of a meeting of the COMMUNITY SCRUTINY COMMITTEE held in the Abbey Room, Stenson House, London Road, Coalville, LE67 3FN on THURSDAY, 4 APRIL 2024

Present: Councillor T Eynon (Chair)

Councillors M Blair-Park, M Ball, M French, K Horn, S Lambeth, P Lees, A Morley, E Parle and L Windram

In Attendance: Councillors J G Simmons and J Legrys

Portfolio Holders: Councillors M B Wyatt

Officers: Mr J Arnold, Ms K Hiller, Ms C Proudfoot, Mr P Sanders, Mr T Devonshire, Mrs A Harper, Ms A Morgan, Ms J Rochelle, Mrs M Scott and Mr D Scruton

35. APOLOGIES FOR ABSENCE

There were no apologies received.

36. DECLARATION OF INTERESTS

There were no interests declared.

37. PUBLIC QUESTION AND ANSWER SESSION

There were no questions received.

38. MINUTES

Consideration was given to the minutes of the meeting held on 8 February 2024.

It was moved by Councillor M Blair-Park, seconded by Councillor M French, and

RESOLVED THAT:

The minutes of the meeting held on 8 February 2024 be approved as an accurate record of proceedings.

39. UPDATE ON ZERO LITTER AND LAUNCH OF LOVE YOUR NEIGHBOURHOOD

The Head of Community Services presented the report, with assistance from the Environmental Protection Team Manager.

A Member asked about the possibility of bus shelters and road signs being cleaned as part of the plan. The Head of Community Services concurred that cleanly street furniture was important to neighbourhoods and said that detailed considerations of this matter could be added in to the plan at the ward level.

A discussion was had about the communication strategy for the plan. The Head of Community Services advised that this plan gave added emphasis to communications, which were under the direction of a dedicated Officer, and entailed an extensive strategy which encompassed much more than simply social media.

A discussion was had about enforcement. The Environmental Protection Team Manager advised that there had been a number of successful prosecutions and fines given out, aided by tips from the public; there was also a steady stream of staff coming forward with

evidence, although a more concerted effort to further engage staff could nevertheless be made. She added that there must be an awareness that this could involve people being asked to go to court as witnesses, but the excellent NWLDC Legal Team gave support to anybody who was requested to do so.

Following from this was a discussion about problems with littering on the A42. Members were extremely concerned with the proliferation of rubbish, how this compared to other districts, and the reputational damage it might be causing. Members also wanted to know whether an increase in the provision of bins on that stretch of road could help to mitigate the problem, or whether cameras and surveillance could be utilised.

The Head of Community Services advised that he shared the concerns of Members, but noted that this was a very dangerous place to litter pick and somewhere he would be extremely uncomfortable with volunteers operating. He felt this might be quite an expensive issue to mitigate; would entail public anti-littering education as part of a holistic, district-wide strategy; alongside a discussion with Highways about utilising cameras and surveillance; as well as, where appropriate, new bins by the side of the road on a trial basis. He was intending for something to be added into the 2025/26 budget to help to address the steeper slopes alongside the laybys.

Members commended the work of volunteer litter groups and cautioned against the risks of a perception arising that the Council was farming out the cost of dealing with litter to community groups. The Head of Community Services also praised the work these groups did and advised Members that they were partners who the Council tried to assist wherever possible, with equipment, advice and whatever else they could.

The Chair expressed a few thoughts. She had spoken beforehand to local litter pickers and advised the Committee that they had expressed concern at the increasing difficulty of procuring equipment, now the process was digitised. She wanted to see greater engagement between the Community Scrutiny Committee and these local volunteers. She also felt that the data presented within the report could be better contextualised and explained.

The Head of Community Services said that he would be open to inviting volunteers before the Committee as part of future performance monitoring for Love Your Neighbourhood. He was receptive to the Chair's concerns with regards to the presentation of data.

The Chair invited the Portfolio Holder to speak.

The Portfolio Holder said that the scheme was a response to the effects of service cuts over a span of years. He was keen to make the district cleaner and greener, correct unnecessary cuts, and create a successful, voluntary partnership between the Council and civil society within the district.

The Chair suggested that there was a need for the Community Scrutiny Committee to monitor the performance of the campaign annually and the Head of Community Services concurred.

The Chair thanked Members for their comments, which would be presented to the Cabinet on 23 April.

40. HOUSING POLICIES

The Head of Housing presented the report, with assistance from the Housing Management Team Manager and the Housing Strategy and Systems Team Manager.

A discussion was had about the changes to the Anti-Social Behaviour Policy. Members asked about how hate crimes were tracked, whether they were distinguished from anti-social behaviour, whether there was a specific hate crime officer, and how performance in this area was benchmarked.

Officers advised that there was no specific hate crime officer and accepted that work needed to be undertaken to prevent underreporting, although they did note that resources were stretched in this area. They also set out the range of benchmarking which was undertaken, and added that ONS data did not suggest that the data presented was an outlier for comparable, not overly diverse districts, with regards to the prevalence of hate crimes.

Members then discussed the Repairs and Decants policies. They asked for clarification on the proposed administration fee and where it had been derived from, and how debts were recovered in the context of the national 'cost-of-living' crisis.

Officers advised that the envisaged update to the fees and charges schedule aimed to make the policy as equitable as possible, this necessarily involved striking a balance between different types of tenants and also must include consideration of budgetary exigencies. The policy was written to fit most cases, with the expectation that exceptional issues could be subject to the complaints process and would be seen to by the Head of Service. With regards to debts, officers tried to be reasonable and were aware that using external agencies to chase debts risked being overly punitive.

With regards to Decants policy, Members asked for greater clarity, asked whether there was any possibility of ward Member involvement in the process, and what legal options were available to Officers in extreme cases. Officers advised that the Decant strategy depended on the time necessary for relocation. Officers tried hard to move tenant to preferred location, but this was dependent on what was available. The reason for decanting, especially when related to safety, played a part in where they moved. When people wanted to downsize permanently this could be facilitated through the allocations policy. The Team tried to work consensually with tenants but in extreme circumstances an injunction could be applied for to ensure work was carried out.

After this discussion Members were of the opinion that the aspect of the Decant policy pertaining to permanent and voluntary downsizing could be made clearer, and Officers concurred.

A discussion was then had about the Compensation Policy. The Chair was concerned that in some circumstances tenants were unaware that they could claim compensation. The Head of Housing advised that discussions around compensation should commence as soon as things began to go wrong. The new proposal that compensation be proactively paid without being requested, in certain circumstances, came directly from the Ombudsman's recommendations.

Members asked about communication with tenants more generally. Officers advised that the Repairs handbook was produced in close conjunction with tenants, the Tenants handbook less so, but both documents were anyhow scheduled for review. There was also a quarterly newsletter.

A discussion was had about adding a recommendation with regards to the issue of recording hate crimes.

It was moved by Councillor A Morley, seconded by Councillor S Lambeth, and

RECOMMENDED THAT:

Cabinet consider the following wording to be added to the Anti-Social Behaviour Policy: NWLDC will ensure it has a mechanism in place to identify hate crimes as a specific category, and that it will respond, advise and signpost those identified accordingly.

The Chair thanked Members for their comments, which would be presented to the Cabinet on 23 April.

41. ITEMS FOR INCLUSION IN THE FUTURE WORK PROGRAMME

Consideration was given to any items on the Work Programme.

The Chair commended the approach to surveying the thoughts of residents regarding the Future of Waste Services Review.

A Member wanted a report brought before the Committee discussing the provision of off-highway HGV parking within the district. Discussions with local voices in that sector had indicated that the district was under resourced in this regard. The Strategic Director of Place said that Officers would go away and consider this, in conjunction with the Scrutiny Work Programming Group, which included both scrutiny chairs.

A Member was concerned about what they felt was the Council's long term inability to communicate adequately with residents and solve problems residents faced. The Chair said that she would present the issue of communications to the Scrutiny Work Programming Group.

Another Member echoed the theme of concern with communications and felt the value of enforcement, across services, must be emphasised to residents.

The meeting commenced at 6.30 pm

The Chairman closed the meeting at 8.05 pm

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COMMUNITY SCRUTINY COMMITTEE – THURSDAY, 27
JUNE 2024

Title of Report	ANNUAL SCRUTINY REPORT	
Presented by	James Arnold Strategic Director of Place	
Background Papers	Agendas and minutes of meetings of the Scrutiny Committees are available on the website.	Public Report: Yes
Financial Implications	None identified.	
	Signed off by the Section 151 Officer: Yes	
Legal Implications	None identified.	
	Signed off by the Monitoring Officer: Yes	
Staffing and Corporate Implications	None identified.	
	Signed off by the Head of Paid Service: Yes	
Purpose of Report	To consider and make comment on the annual report in order that it is presented to Council setting out the work of the Scrutiny Committees over the preceding 12-month period.	
Recommendations	THAT COMMUNITY SCRUTINY COMMITTEE: A) RECEIVES THE REPORT AND PROVIDES COMMENT AHEAD OF ITS SUBMISSION TO COUNCIL B) DELEGATES AUTHORITY TO THE SCRUTINY COMMITTEE CHAIRS TO MAKE ANY FINAL AMENDMENTS TO THE REPORT FOLLOWING CONSIDERATION BY BOTH SCRUTINY COMMITTEES PRIOR TO CONSIDERATION BY COUNCIL	

1.0 BACKGROUND

- 1.1 In accordance with the agreed scrutiny process, an annual report is submitted to Council which sets out the work of both the Scrutiny Committees over the preceding 12-month period.
- 1.2 The Scrutiny Work Programming Group has considered the draft report as part of the drafting process and its comments along with a foreword from both Chairs of the Scrutiny Committees have been included. The draft report is being considered by this

Committee and the Corporate Scrutiny Committee before it is reported to Council in September. The Chairs of both Scrutiny Committees will get the opportunity to agree the final report in its new format prior to consideration by Council.

- 1.3 Following comments received from Councillors in relation to the format of the Annual Scrutiny Report when it was considered last year, it was agreed by the Scrutiny Work Programming Group that a new style and format of report be produced this year. The report at appendix 1 is draft and will be updated into the new format prior to its consideration at Council.

Policies and other considerations, as appropriate	
Council Priorities:	All
Policy Considerations:	None identified but regard had to this during the scrutiny process.
Safeguarding:	None identified but regard had to this during the scrutiny process.
Equalities/Diversity:	None identified but regard had to this during the scrutiny process.
Customer Impact:	None identified but regard had to this during the scrutiny process.
Economic and Social Impact:	None identified but regard had to this during the scrutiny process.
Environment, Climate Change and zero carbon:	None identified but regard had to this during the scrutiny process.
Consultation/Community Engagement:	None identified but regard had to this during the scrutiny process.
Risks:	None identified but regard had to this during the scrutiny process.
Officer Contact	James Arnold Strategic Director james.arnold@nwleicestershire.gov.uk

North West Leicestershire District Council

**Scrutiny Annual Report
2023/24**

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Foreword

By the Chairs of the Scrutiny Committees

This report provides a summary of work undertaken by scrutiny in North West Leicestershire during the 2023/24 municipal year and provides an opportunity to reflect on this work. It also provides a general overview of how scrutiny operates, the impact it has and how public can get involved.

The principal purpose and power of a scrutiny committee is to influence the policies and decisions made by the Council in connection with the delivery of public services. The scrutiny committee gathers evidence on issues affecting local people and makes recommendations based on its findings. It reviews what the Council has actually done and compares this to its stated objectives.

The Scrutiny Committees are politically balanced so that they can include as many viewpoints as possible. This year both Committees have been chaired by members of the Opposition. We believe that opposition members play a valuable role as critical friends to the ruling Cabinet. It is our job to challenge decisions so that the public get the best value from their District Council.

It can be difficult to know whether or not a new policy or project has actually worked. How can we measure success? We believe that the Council should set targets for itself and be able to say if they have been reached. These targets are called Key Performance Indicators (KPIs). They should tell you if the plans are likely to work and, when a project is finished, if it actually did work.

In the last year we have worked hard to make sure that all the Council's plans and policies have clear, realistic and sensible KPIs. Where these have not been in place we have made recommendations to Cabinet so that they can be considered in the future.

This document is a record of our progress so far.



Cllr Terri Eynon
Chair of Community
Scrutiny Committee



Cllr Simon Lambeth
Chair of Corporate
Scrutiny Committee

What is Scrutiny?

“The role that overview and scrutiny can play in holding an authority’s decision-makers to account makes it fundamentally important to the successful functioning of local democracy. Effective scrutiny helps secure the efficient delivery of public services and drives improvements within the authority itself. Conversely, poor scrutiny can be indicative of wider governance, leadership, and service failure.”

Overview and Scrutiny: Statutory Guidance for Councils and Combined Authorities – by the Department of Levelling Up, Housing and Communities (DLUHC) published 2019

Scrutiny is an important part of the Council’s decision-making process and allows Members who are not Cabinet Members to look into areas of local concern and critically examine decisions taken by the Cabinet to benefit the residents of North West Leicestershire.

Scrutiny Committees cannot make decisions but can make recommendations to Cabinet and other decision-making bodies of the Council. Scrutiny can also look at services provided by other organisations and as such can invite them into Committee meetings for discussions.

Principles of Good Scrutiny

The Centre for Governance and Scrutiny established four key principles of scrutiny, these are:

1. Provides critical friend challenge to executive policy and decision makers
Constructive, robust and purposeful challenge. Non-aggressive to create optimum conditions for investigative evidence based process.
2. Enable the voice and concerns of the public
Meetings conducted in public and are webcast. Innovative, public communication, consultation and feedback.
3. Be carried out by independent minded councillors
Councillors actively engage in scrutiny function to drive improvement. Areas are reviewed in an a-political atmosphere.
4. Drive improvement in public services
Promotes community well-being and improves quality of life. Strategic review of corporate policies, plans performance and budgets.

Why Scrutiny is important....

Scrutiny is a strategic function of the authority and is a central part of corporate governance, it is, therefore, an important element in decision-making. It also provides councillors that are not in decision-making roles an opportunity to be a ‘critical friend’ to the Cabinet and publicly hold them to account in relation to the decisions they are making.

The scrutiny role...

The main tasks of the committees are:

- **Performance Monitoring** – The Council has to meet corporate priorities set out in the Council Delivery Plan and report against those indicators. Scrutiny can examine any aspect of the Council’s performance, including services that it delivers through partnerships with other organisations.
- **Holding the Cabinet to Account** - Decisions made by the Cabinet but not yet put into practice can be reviewed by the Scrutiny Committees and challenged.
- **Policy review and development** - Scrutiny can propose new policies or review existing policies and recommend changes to the Cabinet.
- **External Scrutiny** - Any issue directly affecting the residents of North West Leicestershire can be scrutinised by the Committees, including services provided by another organisation.

It is through demonstrating the value and impact that effective scrutiny can have in supporting councils and other organisations to deliver better, more cost-effective services, that scrutiny is a valued element of local democracy.

What scrutiny looks like in North West Leicestershire

The scrutiny work is carried out by the two Scrutiny Committees – the Corporate Scrutiny Committee and the Community Scrutiny Committee, with programming work undertaken by an informal Scrutiny Work Programming Group. Below is a list of areas of responsibility for each Scrutiny Committee. Each Committee can receive reports and comment on matters of policy or items of business of a similar nature to those listed.

Corporate Scrutiny Committee

Asset Management
Estates and property
Review of Constitution
Communications
Customer Services
Finance
Human Resources
Equalities
ICT
Legal Services
Revenue and Benefits
Shared Services

Community Scrutiny Committee

Business/Economy
Planning and Building Control
Tourism
Partnerships
Community Safety
Leisure
Health and Wellbeing
Waste Services
Stronger Safer Communities
Environmental Health
Licensing
Environmental Protection
Statutory crime and disorder committee
Strategic Housing – Housing Strategy
Housing Management
Economic Development
Regeneration

The Scrutiny Committees can set up special working parties called Task and Finish Groups when they need to undertake a detailed, in-depth investigation into a particular issue. The work is undertaken by a small group of councillors appointed from the membership of the Scrutiny Committee and work takes place for a set period and are time limited. These focused Task and Finish Groups make recommendations to the parent scrutiny committee prior to consideration by the Cabinet.

Further information can be found on the Council’s website regarding the Scrutiny Committee structure and terms of reference at [Part 3, section D of the Council’s Constitution](#)¹³

Public involvement in scrutiny

As the Scrutiny Committees are actively working on matters that affect the residents of North West Leicestershire, involvement of the public is encouraged in the following ways:

- Accessing agendas/work programmes: All work either planned or already undertaken by the Scrutiny Committees is publicly available on the Council's website (unless in relation to a confidential matter). All meeting dates and corresponding information can be found [here](#).
- Attending meetings: Members of the public can attend any public meeting of the Scrutiny Committees, details of meeting dates can be found [here](#). If you are interested but are unable to attend in person, the meetings are also available to view online both live and after the event, links to meetings can be found [here](#).
- Asking a question: Each meeting of the Scrutiny Committees allows for public questions to be asked at the beginning of each agenda. Information on how to submit a question can be found [here](#).
- Submitting a petition: Scrutiny Committees can receive petitions relating to an area that the Council has authority over. It can be submitted by anyone who lives, works or studies in North West Leicestershire and can be submitted in writing or as an e-petition on the Council's website. Further details can be found [here](#).
- Identifying issues which a Scrutiny Committee might look at (via officers or Committee Members)
- Contributing to consultations and surveys

What has Scrutiny been doing?

[Visual display of facts and figures to be inserted]

- Each Scrutiny Committee is made up of 10 Members, five of which sit on both Corporate and Community Scrutiny Committees. In total, there are 15 Members out of the 38 elected to represent the district that take part in Scrutiny.
- **Reports received into Scrutiny: 34**
 - For information and Update: 10
 - Pre-Cabinet review: 10
 - Policy reviews: 7
 - Performance Reviews: 3
 - Scrutiny Process: 3
 - Task & Finish Group Recommendations: 1
- 11 Committee meetings held, six Corporate Scrutiny Committee and five Community Scrutiny Committee
- 17 hours and 53 minutes of public debate
- Five sets of recommendations submitted to Cabinet

Scrutiny Work Programming Group

The Scrutiny Work Programming Group is an informal group, made up of Councillors and Officers, that has been in operation since early 2022 and was established to manage the growing workloads of both Committees and to help shape the scrutiny function moving forward. The group's key role is to:

- Consider requests for inclusion on the work programmes of each Scrutiny Committee.
- Consider whether there are other ways of receiving information.
- Consult with members of Scrutiny Committees, Senior Officers, Cabinet Members for horizon scanning on policy development.
- Look at the corporate priorities, Council Delivery Plan and Cabinet Forward plan and identify key issues/topics for investigation/inquiry.
- Consider events and decisions in the Council's calendar which could require an input/consultation via Scrutiny.
- Review any follow up work required after previous scrutiny.

Due to the cross overs with Scrutiny, the Chair of the Audit and Governance Committee along with the lead officer attend each of the Scrutiny Work Programming Group meetings to discuss closely linked matters.

Work Programming

The group reviewed the work programmes for both scrutiny committees at each meeting, ensuring that workloads were appropriate and identifying future items from the Cabinet's Executive Decision Notice.

Work Requests

The group considers any requests for items received from Members and if determined that value would be added by scrutinising, they determine the best route to take, whether that be a task and finish group, report to committee or information paper. In 2023/24 the group considered 21 work requests which resulted in:

- Four reports
- 10 requests were incorporated within already scheduled reports
- Four information papers
- Three have discussions and scoping still ongoing

Information Papers

This year a new approach was introduced to help manage the workloads of the Committees, this led to the introduction of Information Papers for the group rather than full reports to the Committees when appropriate. In 2023/24, the group received three Information Papers:

- Download Festival Investigation Update
Outcome: no further report required for Committee
- Ivanhoe Line Update
Outcome: matter was considered by Community Scrutiny Committee
- Section 106 Agreements and Health
Outcome: no further report required for Committee, Information Paper was circulated to all scrutiny members

Annual Report

The group was involved in shaping the Annual Scrutiny Report prior to consideration by both Scrutiny Committees and Council.

Membership	Attendance				
	6 Jul 23	6 Sep 23	6 Dec 23	20 Mar 24	%
Morgan Burke	N	N	N	N	0%
Terri Eynon (Chair of Community SC)	Y	Y	Y	Y	100%
Simon Lambeth (Chair of Corporate SC)	Y	Y	Y	Y	100%
Paul Lees	Y	Y	N	Y	75%

Corporate Scrutiny Committee

Set out below are the key topics the Committee has scrutinised in 2023/24. All agendas and full details of the Committee's work can be found on the Council's website [here](#).

Council's Budget Setting

The Committee thoroughly examined the draft budgets for 2024/25 as part of the budget consultation process and it was acknowledged that the Council was facing a range of financial pressures and challenges. The Committee:

- Recommended that all work on the Stenson Square Project be paused pending further financial assessment due to concerns over the clarity on levels of spending.
- Recommended that the cut in grant to Ashby Museum not be taken forward, this was taken on board and implemented.
- Asked for further information from officers on several budgetary matters for clarification purposes.
- Suggested that the final Housing Revenue Account (HRA) budget include proposed fleet replacement for future years.
- Recommended that Cabinet review the new housing supply programme.

Council Delivery Plan

The Committee was involved in the development of the Council's Delivery Plan and was consulted twice during the drafting process both in the early stages and prior to consideration by Cabinet and approval by Council. The Committee:

- Submitted its views on the draft Council Plan for consideration by Cabinet
- Suggested that political groups be consulted on the plan prior to the draft document being presented back to the Committee, which was taken on board and implemented.
- Challenged the choice of Key Performance Indicators (KPI's) used.
- Questioned the form and content of the plan.

Performance Monitoring

One of the roles of Scrutiny is to examine and monitor the Council's performance by using the priorities as set out in the Council Delivery Plan, the Corporate Scrutiny Committee look at the overall performance and the financial performance on a quarterly basis. Due to the change in political leadership at the District Council Elections in 2023, the approval of the Council Delivery Plan was delayed and therefore performance information was not available until the end of Quarter 3 2023/24. The financial performance continued to be reviewed on a quarterly basis and comments fed back to the Corporate Portfolio Holder. The Committee:

- Submitted its views on the quarterly financial performance updates.
- Sought clarity on several financial matters.
- Questioned staffing plans and budgets and requested a report for more information.
- Challenged the performance reporting process.

Housing Services

The Committee has been regularly scrutinising the Housing Repairs Service following performance concerns raised by Members in recent years. In 2023/24 the Committee received a performance update and set up a Task and Finish Group to look specifically at damp and mould issues. The Committee:

- Welcomed the work undertaken to date and progress made.
- Shared concerns about staffing resources.
- Requested a further update in 2024/25

Task and Finish Groups

Damp and Mould Task and Finish Group

In 2023/24 the Committee established one task and finish group to look at the work currently being done by the Council to tackle mould and damp issues in Council-owned properties. The group made several recommendations that were endorsed by Corporate Scrutiny Committee and presented to Cabinet. The report detailing the work and recommendations of the group in full can be found [here](#). The group made the following recommendations that were all agreed by Cabinet:

- A stand-alone policy on damp and mould be produced.
- Steps be taken to improve the documents provided to tenants about damp and mould based on best practice.
- The Council participates in benchmarking of damp and mould cases, and associated repairs and works, and to proceed to procure a preferred contractor.
- The Housing Service be instructed to scope a specification to use external contractors to supplement the inhouse workforce capacity to specifically address mould and damp cases.

Committee meetings held	6
Reports considered	19
Reports/recommendations submitted to Cabinet	4
Comments submitted to Cabinet	5
Hours of public debate	9 hrs 36 mins
Questions submitted by public	0

Membership	Attendance						
	11 Jul 2023	31 Aug 2023	23 Nov 2023	4 Jan 2024	20 Feb 2024	21 Mar 2024	%
Simon Lambeth (Chair)	Y	Y	Y	Y	Y	Y	100%
Mike Ball (Deputy Chair)	N	Y	N	N	Y	N	33%
Dave Bigby	Y	Y	Y	Y	Y	N	83%
Murrae Blair-Park	Y	Y	N	Y	Y	N	83%
Morgan Buke	Y	Y	N	Y	N	Y	83%
Kenny Horn	Y	N	Y	Y	N	N	50%
Alison Morley	Y	Y	Y	Y	Y	Y	100%
Ray Morris	N	N	Y	Y	Y	N	50%
Sean Sheahan	Y	Y	Y	Y	Y	Y	100%
Jake Windram	Y	Y	Y	Y	Y	Y	100%

Community Scrutiny Committee

Set out below are the key topics the Committee have scrutinised in 2023/24. All agendas and full details of the Committee's agendas can be found on the Council's website [here](#).

Ivanhoe Line

Following the debate on a motion to Council on the progression of the Ivanhoe train line, the matter was brought to the Committee for further discussion. A representative from the Campaign to Reopen the Ivanhoe Line (CRIL) attended the committee meeting following an invitation from the Chair, to assist with further lines of enquiry. The Committee:

- Acknowledged the ongoing work of Network Rail, CRIL and officers.
- Acknowledged the phased strategy to reopen the line as appropriate at the moment.
- Noted that a further report on the issue would be brought to the Committee in due course.
- Requested that the Portfolio Holder keep the Committee updated on the progress on regular basis.

Kegworth Project

The Committee was asked to review the progress of the Kegworth Project which involved the culmination of a number of funding streams to provide several improvements in Kegworth. The Council had been working alongside the Parish Council to deliver the project. The Committee:

- Acknowledged the history of the project and welcomed comments from the Ward Members.
- Submitted its views for consideration by Cabinet
- Recommended that the Council asks Leicestershire County Council to review parking enforcement in the area once the project is completed to ensure maximum benefit from the parking scheme is attained. This was taken on board and will be implemented.

Planning Enforcement

Following concerns from the Committee on the effectiveness of planning enforcement due to outstanding unresolved historic enforcement cases, a report was initially received in September 2022 and a further update on the latest position was provided in 2023/24. The Committee was keen to ensure that the Council has a Planning Enforcement Team that was fit for purpose. The Committee:

- Welcomed and provided comments on the progress made to date.
- Acknowledged the proposed process to report on planning enforcement to the Planning Committee bi-annually.
- Requested an improved line of communication between officers and the public on the nature of the planning process and available enforcement mechanisms.

Health and Wellbeing

The health and wellbeing of the community is an important matter for the Committee and several reports have been received in 2023/24 for consideration. The Committee:

- Reviewed the proposals for the creation of the Hermitage Recreation Ground Ecopark, comments were fed back to Cabinet.
- Received an update on the effectiveness of Council leisure centres which was welcomed. The Committee requested that future reports include more data profiles to demonstrate the effectiveness of the schemes
- Provided comments on the Local Cycling and Walking Infrastructure Plan and Strategy

Task and Finish Groups

The Committee did not establish any task and finish groups this municipal year.

Committee meetings held	5
Reports considered	15
Reports/recommendations submitted to Cabinet	2
Comments submitted to Cabinet	5
Hours of public debate	8 hrs 17 mins
Questions submitted by public	0

Membership	Attendance					
	13 Jul 2023	28 Sep 2023	7 Dec 2023	8 Feb 2024	4 Apr 2024	%
Dr Terri Eynon (Chair)	Y	Y	Y	Y	Y	100%
Murrae Blair-Park (Deputy Chair)	Y	Y	Y	Y	Y	100%
Mike Ball	N	Y	N	Y	Y	60%
Marie French	Y	N	Y	Y	Y	80%
Kenny Horn	Y	Y	Y	Y	Y	100%
Simon Lambeth	Y	Y	Y	Y	Y	100%
Paul Lees	N	Y	N	Y	Y	60%
Alison Morley	Y	N	N	Y	Y	60%
Elizabeth Parle	Y	Y	Y	Y	Y	100%
Lee Windram	Y	Y	Y	Y	Y	100%

Where to get further information?

If you would like further information about how to get involved or suggest a topic for scrutiny review, you can contact the Democratic Services Team on 01530 454512 or memberservices@nwleicestershire.gov.uk

You can also contact the Scrutiny Committee Chair's directly:

Councillor Simon Lambeth
Chair of the Corporate Scrutiny Committee
Simon.lambeth@Nwleicestershire.gov.uk

Councillor Terri Eynon
Chair of Community Scrutiny Committee
terri.eynon@nwleicestershire.gov.uk

Community Scrutiny Committee – WORK PROGRAMME (as at 19/06/24)

Date of Meeting	Item	Lead Officer	Witnesses	Agenda Item Duration
June 2024				
27 June 2024	Annual Scrutiny Report	James Arnold, Strategic Director	-	30 minutes
September 2024				
19 September 2024	<p>Future of Waste Services</p> <p>To provide Waste Services collection modelling choices that have been prepared by consultants Eunomia, prior to presentation before Cabinet. The report will detail, full-service cost analysis, district implementation with a phased rollout strategy. Route modifications, and efficiency improvements will all be included in the report. Legislation requirements that will align future services and Fleet replacement through detailed procurement process.</p>	Paul Sanders, Head of Community Services		60 minutes
19 September 2024	Districtwide Regeneration Framework	Paul Wheatley, Head of Property and Economic Regeneration	-	30 minutes
19 September 2024	<p>Air Quality Update – Annual Report</p> <p>To provide an update on the Air Quality Annual Status Report, including feedback on the outcomes of the DEFRA Air Quality Grant Project</p>	Paul Sanders, Head of Community Services,	-	30 minutes

Date of Meeting	Item	Lead Officer	Witnesses	Agenda Item Duration
19 September 2024	Leisure Centres Annual Review To update members on the performance of Whitwick and Coalville Leisure Centre and Ashby Leisure Centre and Lido in 2023/24, including achievements, key performance indicators and outcomes.	Paul Sanders, Head of Community Services	-	30 minutes
December 2024				
12 December 2024	Marlborough Square Project Review Post delivery assessment of project including performance against quality, cost, and timescale expectations.	Paul Wheatley, Head of Property and Economic Regeneration	-	30 minutes
12 December 2024	Disabled Facilities Grants Review To provide an update and present the findings of the Disabled Facilities Grants (DFG) Review which has been commissioned through Foundations - National body for DFGs and Home Improvement Agencies.	Paul Sanders, Head of Community Services	-	30 minutes
12 December 2024	Community Safety Overview To provide an overview of the 3-year Community Safety Partnership Plan. To include drug dealing, county lines, ASB and how success / performance is measured	Paul Sanders, Head of Community Services,	-	30 minutes
12 December 2024	Tree management Strategy and General Fund Action Plan To share the draft NWLDC Tree Management Strategy and General Fund Action Plan with members and to seek feedback on it prior to taking to Cabinet for adoption	Paul Sanders, Head of Community Services,	-	30 minutes

Date of Meeting	Item	Lead Officer	Witnesses	Agenda Item Duration
12 December 2024	Annual S106 Agreement Update Report	Chris Elston, Head of Planning and Infrastructure	-	30 minutes
February 2025				
06 February 2025	Community Grants Annual Report	Paul Sanders, Head of Community Services,	-	30 minutes
April 2025				
-				

Work requests considered by the Scrutiny Work Programming Group

Work Request	Status/Progress	Committee date to be considered (provisional)
National Forest Line	<p>Further to Community Scrutiny on 7th December, officers have continued to engage with Leicestershire County Council and Network Rail and timescales have been confirmed for the Outline Business Case as follow:</p> <ul style="list-style-type: none"> - Final outline business case from Network Rail to be submitted to Department of Transport early February and will be reviewed by the Restore Your Railways Programme Board (Late February) - Final OBC to be presented to further DFT and Network Rail Board throughout March/April 2024 - Anticipated submitted to Treasure for sign off in early May. If approval granted will move onto next stage – Final Business Case <p>NWL (with LCC) will seek to arrange a further briefing/meeting with Network Rail following Outline Business Case approval and enable further engagement for Scrutiny.</p> <p>Update: 19/6/24 Focus is moving to the next stage of work which will focus on detailed designs. Update to be provided by Network Rail on what this stage will include and the support and involvement of Project Delivery Group members.</p> <p>DfT to consider the best route forward after the General Election to secure authority for the project’s progression into the Design stage, plus any additional change controls required to realign funding requirements / scope with NR’s current review work. A further update will be provided after the general election.</p>	-
A review of the mismatch between housing provision and employment	Further scoping required between officers/scrutiny members and to clarify work request in relation to work of local plan committee. Scrutiny concerned in relation of effectiveness of current/previous local plan and any recommendations for the emerging plan.	TBC

Work Request	Status/Progress	Committee date to be considered (provisional)
Tourism	Decision by Group: due to the links with the Council Delivery Plan, a report to be scoped once plan adopted and then prioritised by the Group. Scrutiny. District Wide Regeneration Framework is programmed for 19 September. (moved from the original date of 4 April)	19 September 2024

Principles and Criteria used for Assessing Items Put Forward

Identify Issues for consideration by Scrutiny

- Consulting with members of Scrutiny Committees, senior officers, Cabinet members – horizon scanning on policy development
- Looking at the corporate priorities, Council Delivery Plan and Cabinet Forward plan – identify key issues/topics for investigation/inquiry
- Considering events and decisions in the Council’s calendar which could require an input/consultation via scrutiny – eg budget setting, CDP development
- Considering requests from members – eg via another forum or scoping report submitted
- Evaluating the Council’s performance – eg quarterly reports, end of year reports, reviewing success of a particular scheme or initiative
- Reviewing any follow up work required after previous scrutiny work

Prioritise the potential list of scrutiny topics based on factors including

- the resources required to deliver it (from members, offices and financially)
- the value and level of impact which could be achieved
- link to the council’s priorities
- whether it is a regular recurring item which requires consideration before Cabinet/Council approval
- consideration of the guidance for selecting scrutiny topics

Topics are suitable for Scrutiny when	Topics are not suitable for Scrutiny when
Scrutiny could have an impact and add value	The issue is already being addressed elsewhere and change is imminent
The topic is of high local importance and reflects the concerns of local people	The topic would be better addressed elsewhere (and will be referred there)
The resources are available that would be required to conduct the review – staff and budget	Scrutiny involvement would have limited or no impact on outcomes
It avoids duplication of work elsewhere	The topic would be sub-judice or prejudicial to the councils interests
The issues is one that the committee can realistically influence	The topic is too broad to make a review realistic
The issue is related to an area where the council or one of its partners is not performing well	New legislation or guidance relating to the topic is expected in the next year

PREVIOUS SCRUTINY RECOMMENDATIONS TO CABINET

Housing Policies

Members made the following recommendation to Cabinet:

‘Cabinet consider the following wording to be added to the Anti-Social Behaviour Policy – NWLDC will ensure it has a mechanism in place to identify hate crime as a specific category, and that it will respond, advise and signpost those identified accordingly.’

Officers took the comments on board and incorporated the wording into the policy, and it was approved by Cabinet.

The reports and minutes for both meetings can be found below:

[Community Scrutiny Committee – 4 April 2024](#)

[Cabinet – 23 April 2024](#)

Notice of Executive Key Decisions

The attached notice lists the matters which are likely to be the subject of a key decision by the Council's executive and executive decision making bodies. This notice is produced in accordance with the Constitution adopted by North West Leicestershire District Council and will be published a minimum of 28 days before the date on which a key decision is to be made on behalf of the Council.

The date of publication of this notice is Friday, 21 June 2024. The Deadline for making any representations as to why items marked as private should be considered in public by **Cabinet on 23 July 2024 is 5pm Friday, 12 July 2024.**

Key Decisions

A key decision means a decision taken by the Cabinet, a committee of the Cabinet, an area or joint committee or an individual in connection with the discharge of a function which is the responsibility of the executive and which is likely:

- (a) to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates; or
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the area of the Council;
- (c) for the purposes of (a) and (b) above £100,000 shall be regarded as significant in terms of expenditure or savings, and any issue which, in the opinion of the Leader is likely to have an impact on people, shall be regarded as significant in terms of impact on communities.

The Council's Executive

The Council's executive committee is the Cabinet. The Cabinet comprises:

Councillor R Blunt	-	Leader	Councillor A Woodman	-	Housing, Property & Customer Services
Councillor M Wyatt	-	Deputy Leader and Community Services	Councillor N J Rushton	-	Corporate
Councillor T Gillard	-	Business and Regeneration	Councillor A Saffell	-	Planning
Councillor K Merrie MBE	-	Infrastructure			

Confidential Items and Private Meetings of the Executive

Whilst the majority of the Cabinet's business at the meetings listed in this notice will be open to the public and media organisations to attend, there will inevitably be some business to be considered that contains, for example, confidential, commercially sensitive or personal information. This is a formal notice under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that part of the Cabinet meetings listed in this Forward Plan may be held in private because the agenda and reports for the meeting contain exempt information under Part 1 Schedule 12A to the Local Government Act (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. Those Items where it is considered that they should be considered in private are identified on the Notice.

Access to Agenda and Related Documents

Documents relating to the matters listed in this notice are available at least 5 clear working days prior to the date of decision as indicated below. Other documents relevant to the matters listed in this notice may be submitted to the decision maker.

If you wish to request or submit a document, or make representation in relation to any issue contained within this notice, please contact Democratic Services on telephone number 01530 454512 or by emailing memberservices@nwleicestershire.gov.uk

Executive Decisions

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
July							
Protected Characteristics for Care Leavers 30	Cabinet	Non-Key	Public	23 July 2024	Councillor Keith Merrie MBE keith.merrie@nwleicester shire.gov.uk Head of Human Resources and Organisational Development Tel: 01530 454518 mike.murphy@nwleiceste rshire.gov.uk	Protected Characteristics for Care Leavers	This report will be considered in conjunction with a report to follow on Equalities, Diversity and Inclusion, by the Corporate Scrutiny Committee in August 2024.
Facilities Management System	Cabinet	Key	Private Information relating to the financial or business affairs of any particular person (including the authority holding that information)	23 July 2024	Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwlei cestershire.gov.uk Head of Property and Regeneration Tel: 01530 454 354 paul.wheatley@nwleicest ershire.gov.uk	Facilities Management System	N/A.

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Resources Directorate - Unit 4 and Staffing Update	Cabinet	Key	Public	23 July 2024	<p>Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk</p> <p>Head of Finance Tel: 01530 454492 anna.crouch@nwleicester.gov.uk</p>	Resources Directorate - Unit 4 and Staffing Update	29/08/2024
Public Spaces Protection Orders - Car Cruise	Cabinet	Non-Key	Public	23 July 2024	<p>Councillor Michael Wyatt Tel: 07773 341531 michael.wyatt@nwleicester.gov.uk</p> <p>Head of Community Services Tel: 01530 454832 paul.sanders@nwleicester.gov.uk</p>	Public Spaces Protection Orders - Car Cruise	N/A
Performance Monitoring Report	Cabinet	Non-Key	Public	23 July 2024	<p>Councillor Keith Merrie MBE keith.merrie@nwleicester.gov.uk</p> <p>Head of Human Resources and Organisational Development Tel: 01530 454518 mike.murphy@nwleicester.gov.uk</p>	Performance Monitoring Report	Will be considered by the Corporate Scrutiny Committee on 29 August.

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Award of Contracts	Cabinet	Key	Private	23 July 2024	<p>Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk</p> <p>Head of Finance Tel: 01530 454492 anna.crouch@nwleicester.gov.uk</p>	Award of Contracts	N/A - delegated Cabinet function, not required for scrutiny
Supplementary Estimates, Virements and Capital Approvals 32	Cabinet	Key	Public	23 July 2024	<p>Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk</p> <p>Head of Finance Tel: 01530 454492 anna.crouch@nwleicester.gov.uk</p>	Supplementary Estimates, Virements and Capital Approvals	N/A delegated Cabinet function
Commercial Lettings	Cabinet	Key	Private	23 July 2024	<p>Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk</p> <p>Head of Property and Regeneration Tel: 01530 454 354 paul.wheatley@nwleicester.gov.uk</p>	Commercial Lettings	N/A delegated Cabinet function

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Acquisitions	Cabinet	Key	Private	23 July 2024	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester-shire.gov.uk Head of Finance Tel: 01530 454492 anna.crouch@nwleicester-shire.gov.uk	Acquisitions	N/A delegated Cabinet function
August							
Ashby 'town' conservation area: Adoption of character appraisal and boundary review	Cabinet	Key	Public	20 August 2024	Councillor Tony Saffell tonyc.saffell@nwleicester-shire.gov.uk Senior Conservation Officer james.white@nwleicester-shire.gov.uk	Revised boundary review Revised character appraisal Summary of public consultation responses Ashby 'town' conservation area: Adoption of character appraisal and boundary review	The decision will not be considered by a scrutiny committee. The draft documents were subject to public consultation and the responses received have been taken into account in preparing the revised documents.
Former Tenant Rent Arrears, Current Tenant Rent Arrears, Council Tax, Non-Domestic Rates and Sundry Debts	Cabinet	Non-Key	Public	20 August 2024	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester-shire.gov.uk roma.frisby@nwleicester-shire.gov.uk	Former Tenant Rent Arrears, Current Tenant Rent Arrears, Council Tax, Non-Domestic Rates and Sundry Debts	Not required to go to Scrutiny.

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Treasury Management Stewardship Report 2023/24	Cabinet	Non-Key	Public	20 August 2024	<p>Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk</p> <p>Head of Finance Tel: 01530 454492 anna.crouch@nwleicester.gov.uk</p>	Treasury Management Stewardship Report 2023/24	Audit and Governance Committee - 7/8/2024
Coalville Memorial Workspace - Award Of Contract For Refurbishment And Conversion.	Cabinet	Key	Private Information relating to the financial or business affairs of any particular person (including the authority holding that information)	20 August 2024	<p>Councillor Richard Blunt Tel: 01530 454510 richard.blunt@nwleicester.gov.uk</p> <p>Head of Property and Regeneration Tel: 01530 454 354 paul.wheatley@nwleicester.gov.uk</p>	Coalville Memorial Workspace - Award Of Contract For Refurbishment And Conversion.	N/A
Commercial Lettings	Cabinet	Key	Private	20 August 2024	<p>Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk</p> <p>Head of Property and Regeneration Tel: 01530 454 354 paul.wheatley@nwleicester.gov.uk</p>	Commercial Lettings	N/A delegated Cabinet function

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Acquisitions	Cabinet	Key	Private	20 August 2024	Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk Head of Housing jane.rochelle@nwleicester.gov.uk	Acquisitions	N/A delegated Cabinet function
Supplementary Estimates, Virements and Capital Approvals 65	Cabinet	Key	Public	20 August 2024	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Head of Finance Tel: 01530 454492 anna.crouch@nwleicester.gov.uk	Supplementary Estimates, Virements and Capital Approvals	N/A delegated Cabinet function
Award of Contracts	Cabinet	Key	Private Information relating to the financial or business affairs of any particular person (including the authority holding that information)	20 August 2024	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Head of Finance Tel: 01530 454492 anna.crouch@nwleicester.gov.uk	Award of Contracts	N/A - delegated function

September

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Review of Corporate Governance policies	Cabinet	Non-Key	Public	24 September 2024	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Apprentice Solicitor CHARLOTTE.SMITH@nwleicester.gov.uk	Review of Corporate Governance policies	This report will be considered by the Audit & Governance Committee on 7 August 2024.
Council Tax Discounts and Exemptions 36	Cabinet	Key	Public	24 September 2024	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Strategic Director of Resources (Section 151 Officer) paul.stone@nwleicester.gov.uk	Council Tax Discounts and Exemptions	29 August 2024
Commercial Lettings	Cabinet	Key	Private	24 September 2024	Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk Head of Property and Regeneration Tel: 01530 454 354 paul.wheatley@nwleicester.gov.uk	Commercial Lettings	N/A delegated Cabinet function

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Acquisitions	Cabinet	Key	Private	24 September 2024	Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk Head of Housing jane.rochelle@nwleicester.gov.uk	Acquisitions	N/A delegated Cabinet function
Supplementary Estimates, Virements and Capital Approvals 37	Cabinet	Key	Public	24 September 2024	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Head of Finance Tel: 01530 454492 anna.crouch@nwleicester.gov.uk	Supplementary Estimates, Virements and Capital Approvals	N/A delegated Cabinet function
Award of Contracts	Cabinet	Key	Private	24 September 2024	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Head of Finance Tel: 01530 454492 anna.crouch@nwleicester.gov.uk	Award of Contracts	N/A delegated Cabinet function

October

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
District Wide Regeneration Framework	Cabinet	Key	Public	22 October 2024	<p>Councillor Tony Gillard Tel: 01530 452930 tony.gillard@nwleicestershire.gov.uk</p> <p>Senior Economic Development Officer tom.stanyard@nwleicestershire.gov.uk</p>	District Wide Regeneration Framework	This report will be considered by the Community Scrutiny Committee in September 2024.
<p>Tree Management Strategy and General Fund Action Plan</p> <p>38</p>	Cabinet	Key	Public	22 October 2024	<p>Councillor Michael Wyatt Tel: 07773 341531 michael.wyatt@nwleicestershire.gov.uk</p> <p>Head of Community Services Tel: 01530 454832 paul.sanders@nwleicestershire.gov.uk</p>	Tree Management Strategy and General Fund Action Plan	Will be considered by the Community Scrutiny Committee in September 2024.
Draft Local Nature Recovery Strategy	Cabinet	Key	Public	22 October 2024	<p>Councillor Keith Merrie MBE keith.merrie@nwleicestershire.gov.uk</p> <p>Head of Planning and Infrastructure Tel: 01530 454668 chris.elston@nwleicestershire.gov.uk</p>	Request from Leicestershire County Council Draft Local Nature Recovery Strategy	The Council is only being asked to agree to publication of the strategy for consultation purposes.

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
2023/24 Provisional Financial Outturn - Housing Revenue Account (HRA)	Cabinet	Key	Public	22 October 2024	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Finance Team Manager sarah.magill@nwleicester.gov.uk	2023/24 Provisional Financial Outturn - Housing Revenue Account (HRA)	N/A
2023/24 Provisional Financial Outturn - General Fund 69	Cabinet	Key	Public	22 October 2024	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Finance Team Manager sarah.magill@nwleicester.gov.uk	2023/24 Provisional Financial Outturn - General Fund	N/A
Air Quality Update	Cabinet	Non-Key	Public	22 October 2024	Councillor Michael Wyatt Tel: 07773 341531 michael.wyatt@nwleicester.gov.uk Head of Community Services Tel: 01530 454832 paul.sanders@nwleicester.gov.uk	Air Quality	Community Scrutiny, September 2024.

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Car Parking Review	Cabinet	Non-Key	Public	22 October 2024	<p>Councillor Michael Wyatt Tel: 07773 341531 michael.wyatt@nwleicester.gov.uk</p> <p>Head of Community Services Tel: 01530 454832 paul.sanders@nwleicester.gov.uk</p>	Car Parking Review	Community Scrutiny, September 2024.
Future of Waste Services 40	Cabinet	Key	Public	22 October 2024	<p>Councillor Michael Wyatt Tel: 07773 341531 michael.wyatt@nwleicester.gov.uk</p> <p>Head of Community Services Tel: 01530 454832 paul.sanders@nwleicester.gov.uk</p>	Future of Waste Services	Community Scrutiny, September 2024
Performance Monitoring Report	Cabinet	Non-Key	Public	22 October 2024	<p>Councillor Keith Merrie MBE keith.merrie@nwleicester.gov.uk</p> <p>Head of Human Resources and Organisational Development Tel: 01530 454518 mike.murphy@nwleicester.gov.uk</p>	Performance Monitoring Report	Will be considered by the Corporate Scrutiny Committee on 5 December 2024.

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
2024/25 Quarter 1 Housing Revenue Account (HRA) Finance Update	Cabinet	Non-Key	Public	22 October 2024	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Finance Team Manager sarah.magill@nwleicester.gov.uk	2024/25 Quarter 1 Housing Revenue Account (HRA) Finance Update	Will be considered by the Corporate Scrutiny Committee on 5 December 2024
2024/25 Quarter 1 General Fund Finance Update 41	Cabinet	Non-Key	Public	22 October 2024	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Finance Team Manager sarah.magill@nwleicester.gov.uk	2024/25 Quarter 1 General Fund Finance Update	Will be considered by the Corporate Scrutiny Committee on 5 December 2024
Commercial Lettings	Cabinet	Key	Private	22 October 2024	Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk Head of Property and Regeneration Tel: 01530 454 354 paul.wheatley@nwleicester.gov.uk	Commercial Lettings	N/A delegated Cabinet function

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Acquisitions	Cabinet	Key	Private	22 October 2024	Housing, Property and Customer Services Portfolio Holder Head of Housing jane.rochelle@nwleicestershire.gov.uk	Acquisitions	N/A delegated Cabinet function
Supplementary Estimates, Virements and Capital Approvals 42	Cabinet	Key	Public	22 October 2024	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicestershire.gov.uk Head of Finance Tel: 01530 454492 anna.crouch@nwleicestershire.gov.uk	Supplementary Estimates, Virements and Capital Approvals	N/A delegated Cabinet function
Award of Contracts	Cabinet	Key	Private	22 October 2024	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicestershire.gov.uk Head of Finance Tel: 01530 454492 anna.crouch@nwleicestershire.gov.uk	Award of Contracts	N/A delegated Cabinet function

November 2024

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Commercial Lettings	Cabinet	Key	Private	26 November 2024	<p>Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk</p> <p>Head of Property and Regeneration Tel: 01530 454 354 paul.wheatley@nwleicester.gov.uk</p>	Commercial Lettings	N/A delegated Cabinet function
Acquisitions 43	Cabinet	Key	Private	26 November 2024	<p>Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk</p> <p>Head of Housing jane.rochelle@nwleicester.gov.uk</p>	Acquisitions	N/A delegated Cabinet function
Supplementary Estimates, Virements and Capital Approvals	Cabinet	Key	Public	26 November 2024	<p>Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk</p> <p>Head of Finance Tel: 01530 454492 anna.crouch@nwleicester.gov.uk</p>	Supplementary Estimates, Virements and Capital Approvals	N/A delegated Cabinet function

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Award of Contracts	Cabinet	Key	Private	26 November 2024	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Head of Finance Tel: 01530 454492 anna.crouch@nwleicester.gov.uk	Award of Contracts	N/A delegated Cabinet function
December 2024							
2024/25 Quarter 2 Housing Revenue Account (HRA) Finance Update	Cabinet	Non-Key	Public	17 December 2024	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Finance Team Manager sarah.magill@nwleicester.gov.uk	2024/25 Quarter 2 Housing Revenue Account (HRA) Finance Update	To be considered by the Corporate Scrutiny Committee on 13 March 2025
2024/25 Quarter 2 General Fund Finance Update	Cabinet	Non-Key	Public	17 December 2024	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Finance Team Manager sarah.magill@nwleicester.gov.uk	2024/25 Quarter 2 General Fund Finance Update	To be considered by the Corporate Scrutiny Committee on 13 March 2025

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Commercial Lettings	Cabinet	Key	Private	17 December 2024	<p>Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk</p> <p>Head of Property and Regeneration Tel: 01530 454 354 paul.wheatley@nwleicester.gov.uk</p>	Commercial Lettings	N/A delegated Cabinet function
Acquisitions 45	Cabinet	Key	Private	17 December 2024	<p>Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk</p> <p>Head of Housing jane.rochelle@nwleicester.gov.uk</p>	Acquisitions	N/A delegated Cabinet function
Supplementary Estimates, Virements and Capital Approvals	Cabinet	Key	Public	17 December 2024	<p>Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk</p> <p>Head of Finance Tel: 01530 454492 anna.crouch@nwleicester.gov.uk</p>	Supplementary Estimates, Virements and Capital Approvals	N/A delegated Cabinet function

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Award of Contracts	Cabinet	Key	Private	17 December 2024	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Head of Finance Tel: 01530 454492 anna.crouch@nwleicester.gov.uk	Award of Contracts	N/A delegated Cabinet function
January 2025							
Disabled Facilities Grants Review 46	Cabinet	Non-Key	Public	28 January 2025	Councillor Michael Wyatt Tel: 07773 341531 michael.wyatt@nwleicester.gov.uk Head of Community Services Tel: 01530 454832 paul.sanders@nwleicester.gov.uk	Disabled Facilities Grants Review	Community Scrutiny, December 2024
Commercial Lettings	Cabinet	Key	Private	28 January 2025	Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk Head of Property and Regeneration Tel: 01530 454 354 paul.wheatley@nwleicester.gov.uk	Commercial Lettings	N/A delegated Cabinet function

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Acquisitions	Cabinet	Key	Private	28 January 2025	Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk Head of Housing jane.rochelle@nwleicester.gov.uk	Acquisitions	N/A delegated Cabinet function
Supplementary Estimates, Virements and Capital Approvals 47	Cabinet	Key	Public	28 January 2025	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Head of Finance Tel: 01530 454492 anna.crouch@nwleicester.gov.uk	Supplementary Estimates, Virements and Capital Approvals	N/A delegated Cabinet function
Award of Contracts	Cabinet	Key	Private	28 January 2025	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Head of Finance Tel: 01530 454492 anna.crouch@nwleicester.gov.uk	Award of Contracts	N/A delegated Cabinet function

February 2025

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Performance Monitoring Report	Cabinet	Non-Key	Public	25 February 2025	Councillor Keith Merrie MBE keith.merrie@nwleicester shire.gov.uk Head of Human Resources and Organisational Development Tel: 01530 454518 mike.murphy@nwleiceste rshire.gov.uk	Performance Monitoring Report	Will be considered by the Corporate Scrutiny Committee on 13 March 2025
Commercial Lettings 48	Cabinet	Key	Private	25 February 2025	Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwlei cestershire.gov.uk Head of Property and Regeneration Tel: 01530 454 354 paul.wheatley@nwleicest ershire.gov.uk	Commercial Lettings	N/A delegated Cabinet function
Acquisitions	Cabinet	Key	Private	25 February 2025	Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwlei cestershire.gov.uk Head of Housing jane.rochelle@nwleiceste rshire.gov.uk	Acquisitions	N/A delegated Cabinet function

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Supplementary Estimates, Virements and Capital Approvals	Cabinet	Key	Public	25 February 2025	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicestershire.gov.uk Head of Finance Tel: 01530 454492 anna.crouch@nwleicestershire.gov.uk	Supplementary Estimates, Virements and Capital Approvals	N/A delegated Cabinet function
Award of Contracts 49	Cabinet	Key	Private	25 February 2025	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicestershire.gov.uk Head of Finance Tel: 01530 454492 anna.crouch@nwleicestershire.gov.uk	Award of Contracts	N/A delegated Cabinet function
March 2025							
2024/25 Quarter 3 Housing Revenue Account (HRA) Finance Update	Cabinet	Non-Key	Public	25 March 2025	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicestershire.gov.uk Finance Team Manager sarah.magill@nwleicestershire.gov.uk	2024/25 Quarter 3 Housing Revenue Account (HRA) Finance Update	Will be considered by the Corporate Scrutiny Committee on 8 May 2025

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
2024/25 Quarter 3 General Fund Finance Update	Cabinet	Non-Key	Public	25 March 2025	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Finance Team Manager sarah.magill@nwleicester.gov.uk	2024/25 Quarter 3 General Fund Finance Update	Will be considered by the Corporate Scrutiny Committee on 8 May 2025
Commercial Lettings 50	Cabinet	Key	Private	25 March 2025	Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk Head of Property and Regeneration Tel: 01530 454 354 paul.wheatley@nwleicester.gov.uk	Commercial Lettings	N/A delegated Cabinet function
Acquisitions	Cabinet	Key	Private	25 March 2025	Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk Head of Housing jane.rochelle@nwleicester.gov.uk	Acquisitions	N/A delegated Cabinet function

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Supplementary Estimates, Virements and Capital Approvals	Cabinet	Key	Public	25 March 2025	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester-shire.gov.uk Head of Finance Tel: 01530 454492 anna.crouch@nwleicester-shire.gov.uk	Supplementary Estimates, Virements and Capital Approvals	N/A delegated Cabinet function
Award of Contracts	Cabinet	Key	Private	25 March 2025	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester-shire.gov.uk Head of Finance Tel: 01530 454492 anna.crouch@nwleicester-shire.gov.uk	Award of Contracts	N/A delegated Cabinet function
51							
April 2025							
Performance Monitoring Report	Cabinet	Non-Key	Public	22 April 2025	Councillor Keith Merrie MBE keith.merrie@nwleicester-shire.gov.uk Head of Human Resources and Organisational Development Tel: 01530 454518 mike.murphy@nwleicester-shire.gov.uk	Performance Monitoring Report	Will be considered by the Corporate Scrutiny Committee on 8 May 2025.

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Commercial Lettings	Cabinet	Key	Private	22 April 2025	<p>Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk</p> <p>Head of Property and Regeneration Tel: 01530 454 354 paul.wheatley@nwleicester.gov.uk</p>	Commercial Lettings	N/A delegated Cabinet function
Acquisitions	Cabinet	Key	Private	22 April 2025	<p>Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk</p> <p>Head of Housing jane.rochelle@nwleicester.gov.uk</p>	Acquisitions	N/A delegated Cabinet function
Supplementary Estimates, Virements and Capital Approvals	Cabinet	Key	Public	22 April 2025	<p>Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk</p> <p>Head of Finance Tel: 01530 454492 anna.crouch@nwleicester.gov.uk</p>	Supplementary Estimates, Virements and Capital Approvals	N/A delegated Cabinet function

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Award of Contracts	Cabinet	Key	Private	22 April 2025	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Head of Finance Tel: 01530 454492 anna.crouch@nwleicester.gov.uk	Award of Contracts	N/A delegated Cabinet function
June 2025							
2024/25 Provisional Financial Outturn - Housing Revenue Account (HRA)	Cabinet	Non-Key	Public	24 June 2025	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Finance Team Manager sarah.magill@nwleicester.gov.uk	2024/25 Provisional Financial Outturn - Housing Revenue Account (HRA)	N/A
2024/25 Provisional Financial Outturn - General Fund	Cabinet	Non-Key	Public	24 June 2025	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Finance Team Manager sarah.magill@nwleicester.gov.uk	2024/25 Provisional Financial Outturn - General Fund	N/A

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