



Scan the code above or visit [www.nwleics.gov.uk/meetings](http://www.nwleics.gov.uk/meetings) for a full copy of the agenda.

SUMMONS TO ATTEND A MEETING OF THE  
NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

Time/Date 6.30 pm on TUESDAY, 5 SEPTEMBER 2023  
Location Forest Room, Stenson House, London Road, Coalville, LE67 3FN  
Officer to contact Democratic Services (01530 454512)



.....  
Chief Executive

**AGENDA**

Item	Pages
<b>PRAYERS</b>	
<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. CHAIRMAN'S ANNOUNCEMENTS</b>	
<b>4. LEADER'S AND PORTFOLIO HOLDERS' ANNOUNCEMENTS</b>	
Members are reminded that under paragraph 11.1 of part 4 of the Constitution, questions can be asked of the Leader and Cabinet Members without notice about any matter contained in any address. Questions shall be limited to five minutes in total for each announcement.	
<b>5. QUESTION AND ANSWER SESSION</b>	
To receive questions from members of the public under procedure rule no.10. The procedure rule provides that members of the public may ask members of the Cabinet 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 Commercial Services.

## 6. QUESTIONS FROM COUNCILLORS

To receive members' questions under procedure rule no.11. The procedure rule provides that any member may ask the Chairman of a board or group 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 Commercial Services.

## 7. MOTIONS

To consider the following motion received from Councillor S Sheahan:

This Council calls upon Andrew Bridgen to resign as the MP for North West Leicestershire.

Whether or not they supported Mr Bridgen in the 2019 General Election, people generally knew what they were voting for, and it was clear that Mr Bridgen won the support of the largest body of opinion in the North West Leicestershire Constituency, as measured by the votes cast.

This was his democratic mandate, and it was that which gave him the credibility accorded an MP in the eyes of those he would be representing, those he would be making representations to and those he would be working in partnership with, such as this Council.

However, in May of this year, Mr Bridgen joined Reclaim, turning his back on the mandate he was elected on. Soon after, he announced that he would not be standing down to enable a by-election to take place. We believe that this is an affront to democracy and places the people of North West Leicestershire at a real disadvantage, when it comes to influencing important decisions.

Clearly we need a representative with a valid mandate who will restore credibility to the position of our Member of Parliament. Although he has hitherto rejected calls to resign his seat in order to trigger a by-election, we trust Mr Bridgen has had time to properly reflect on the difficulties he has placed himself and his constituents in.

Therefore, we call on him now – don't obstruct democracy; do the right thing for the people of North West Leicestershire.

## 8. PETITIONS

To receive petitions in accordance with the Council's Petition Scheme.

## 9. MINUTES

To confirm the minutes of the meeting of the Council held on 20 June 2023.

5 - 12

## 10. CAPITAL PROGRAMME UPDATE

Report of the S151 Officer.

13 - 20

## 11. SCRUTINY ANNUAL REPORT

<b>Item</b>	<b>Pages</b>
Report of the Strategic Directors	<b>21 - 34</b>
<b>12. APPOINTMENTS TO COMMITTEES AND COMMUNITY BODIES</b>	
Report of the Monitoring Officer	<b>35 - 38</b>
<b>Council Procedure Rules - Motions and Amendments</b>	
Guidance for members	

This page is intentionally left blank

MINUTES of a meeting of the COUNCIL held in the Forest Room, Stenson House, London Road, Coalville, LE67 3FN on TUESDAY, 20 JUNE 2023

Present: Councillor R L Morris (Chair)

Councillors K Horn, R Boam, D Bigby, R Blunt, R Canny, D Everitt, T Eynon, M French, J Geary, T Gillard, R Johnson, J Legrys, K Merrie MBE, N J Rushton, A C Saffell, C A Sewell, S Sheahan, J G Simmons, N Smith, J Windram, A C Woodman, M B Wyatt, A Barker, M Blair-Park, M Burke, S Lambeth, P Lees, A Morley, P Moul, J Page, G Rogers and L Windram

Officers: Mrs A Thomas, Mr J Arnold, Mr A Barton, Miss E Warhurst, Mr G Hammons, Mrs C Hammond, Mrs A Crouch and Mrs R Wallace

## **19. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors M Ball, D Cooper, E Parle, R Sutton and A Wilson.

## **20. DECLARATION OF INTERESTS**

There were no interests declared.

## **21. CHAIR'S ANNOUNCEMENTS**

The Chair made the following announcements:

As well as the annual event celebrating success of staff, it was announced that a quarterly event would be introduced where Councillors could award excellence with a certificate from the Chair, for those who had gone above and beyond in their job.

The Chair referred to his previous announcement regarding the introduction of a coffee morning and following further thoughts, this would be changed to an afternoon tea to fit in with availability of Councillors. Further information would follow.

The Chair's chosen charity was announced as 'Steps'. The Chair invited Rosemary Conley, the patron and trustee of the charity to speak on the work undertaken to support families. The Chair thanked Rosemary for giving her time to attend the meeting.

Finally, the Chair referred Members to the additional item as detailed within the additional papers which would be considered at the end of the agenda. He also announced a change in the order of business, due the subject matter of the amended motion as detailed within the additional papers and the link to agenda item 10 – Community Governance Review Process, the motion item would now be considered immediately after item 10.

## **22. LEADER'S AND PORTFOLIO HOLDERS' ANNOUNCEMENTS**

The Leader of the Council announced his aspirations for joint working between the Alliance Group and the Opposition Group, and invited the shadow portfolio holders to attend joint briefings, particularly on key projects. He hoped an approach could be agreed to support continuity going forward should there be a change in administration.

The Labour Group Leader thanked the Leader of the Council for the invitation but as he still had several concerns, he was not prepared to move forward with anything at this time.

The Communities Portfolio Holder announced the Council's participation in the recent 'Big Green Week' which was the UK's biggest celebration of community action taken to tackle

climate change and protect nature. He highlighted the actions taken to date to contribute to the Council's carbon zero ambitions and to help create a greener district for everyone.

### **23. QUESTION AND ANSWER SESSION**

There were no questions received.

### **24. QUESTIONS FROM COUNCILLORS**

There were four questions asked which are set out below together with the responses. Each Member who asked a question was invited by the Chair to ask one supplementary question which is also set out together with the response.

Question from Councillor T Eynon

'Has the Coalville mobile NHS Breast Screening service, which formerly used the London Road NWLDC car park, been reinstated?'

Response by Councillor A Woodman

The Council has offered the NHS free usage of the London Road car park, as a site for the NHS Mobile Breast Screening unit.

Officers are currently discussing with NHS colleagues when they may want to bring the mobile unit to Coalville and checking to ensure that the site remains suitable for their needs.

Supplementary question and response

Councillor T Eynon stated that she would pursue the issues with the Leicestershire County Council and the NHS as she was concerned that women were not accessing the breast screening services. Councillor A Woodman shared those concerns and asked to be kept informed if Councillor T Eynon any information was received.

Question from Councillor J Legrys

'Part of the Right of Way has been closed to the public for some considerable time. Following advice from the Council's Building Control Team, a closure Order was agreed with LCC as several brick-built boundary walls were unstable and a danger to pedestrians.

The Right of Way forms a boundary between the Coalville West and Coalville East Wards.

As Ward Member I have been fully briefed and I have been working jointly with Cllr Smith CC on trying to get a resolution to reopen the Public Right of Way.

I understand that due to the cost, complex legal responsibilities and required resources, neither LCC nor NWLDC want to take the lead on the re-opening of this Right of Way.

Can the Portfolio Holder please inform me and the local community when and how this Council intends to require the owners of the unstable structures to take action so that the Right of Way can be re-opened?'

Response by Councillor A C Saffell

As you know, the footpath was closed by Leicestershire County Council early last year. At that time, following discussions between officers from NWL and LCC, it was agreed that

LCC would exercise their powers under the Highways Act 1980, which are similar to those in the Building Act 1984, to serve notice to remove a 'danger', in this case to the footpath which is an LCC asset. As such, LCC should be taking such measures to contact the owners of the properties on Bakewell Street that run along the section of the footpath that remains closed with a view to getting any dangerous wall made safe by those owners or they will take such measures to undertake the work in default.

You will be aware that the Council took immediate action last year to take down the dangerous section of wall at the rear of Bakewell Court, a property that NWL own and erected a temporary fence in lieu of a more permanent solution. I understand that LCC commissioned a full report into all other sections of the wall and the report last year concluded that there were three other areas of concern which prevented the footway being reopened. The report recommended that periodic monitoring of the tilting sections of wall be undertaken to help gain a clearer understanding of the rate of movement in the walls and, if required allow an evidence-based repair strategy.

I accept it is disappointing that the footpath has remained closed for so long and our officers have requested updates from LCC on the matter on a number of occasions. In addition, I can confirm that the Infrastructure Portfolio Holder, Cllr Merrie, has contacted his counterpart at LCC to see if some pressure can be exerted on LCC officers to progress this matter to a conclusion in a timely manner and this has already been passed onto the Director of Environment and Transport at LCC.

I can confirm that the matter is being dealt with by LCC and we have now been advised that all adjacent landowners of three worst sections of wall which require repair have been notified and to date one section has been repaired by an adjacent landowner. LCC continue to monitor the leaning sections and press for repairs where necessary with the adjacent landowners. Unfortunately, LCC cannot give a date at this time when the footpath will reopen but I've asked Cllr Merrie if he could continue to liaise with his counterpart at LCC so they can provide us more certainty as to when the footpath will reopen.

I will of course keep Councillor Legrys update on this issue moving forward.

#### Supplementary question and response

Councillor J Legrys felt that both could agree that the issues were not unique to Coalville and frustrations are were shared. He asked to be kept updated with any progress. Councillor A C Saffell stated that he would keep pushing the issue along with the Infrastructure Portfolio Holder and he would keep Councillor J Legrys informed.

#### Question from Councillor C Sewell

##### Background:

Every year the Download Festival at Donington Park, near East Midlands Airport, Castle Donington causes congestion on nearby roads and gridlocks adjacent villages during arrival and departures to and from the festival. Residents have got used to this now and expect to be marooned in their close-by villages on arrival days and when the venue closes on the Monday.

However, this year saw the 20<sup>th</sup> Anniversary of the event taking place and 1 extra day of performances was planned, with Headliners Metallica performing on the first day, Thursday 8<sup>th</sup> June. Normally festival traffic arrives over 2 days, Wednesdays, and Thursdays, but this year as the festival started on the Thursday all the campers who stay over the whole period only had a small window in which to arrive, on the Wednesday 7<sup>th</sup> June, and gates weren't open officially until 12 noon (although local knowledge states the gates might have been opened earlier due to large numbers queueing). The large

numbers arriving in a short space of time caused prolonged and widespread road traffic congestion, centred on the venue and according to news and social media bulletins, this affected an 18-mile radius, with people marooned in cars and gridlocked traffic for many hours. HGVs trying to gain access the SEGRO site and the M1 were stationary. This had a huge impact on local residents, people endeavouring to transverse the area, airport users, workers, businesses, schoolchildren, and festival goers. It seems feasible that the venue should have opened on the Monday 5<sup>th</sup> or Tuesday 6<sup>th</sup> to allow festival goers adequate time to access the site – bearing in mind a record number of tickets were sold for this year’s event. Normally 100,000 people are expected to descend on the already congested area and claims are that double this amount attended this year.

‘With safety issues at the forefront here, ie people trapped in stationary traffic for hours on end in sweltering temperatures, and the roadsides being used as public toilets, amongst other things, was it the conditions of the licence, provided by NWLDC, which prevented early opening of the venue, and did the organisers in fact ask for a sufficient extension of the license to allow this to happen, if so did NWLDC refuse the request or is there another explanation?’

Response by Councillor M B Wyatt

The festival this year created an unprecedented level of travel disruption to residents, visitors, travellers and businesses across the district and beyond. The Download Festival operates under a permanent licence granted by this Council in 2005 under the Licensing Act 2003. The event organiser is responsible for complying with the licence conditions which relate to public safety, crime and disorder, public nuisance and the protection of children from harm.

Technical advice is provided to the event organiser through the NWL Safety Advisory Group (NWLSAG) which is chaired by North West Leicestershire District Council. Each agency provides advice relating to their area of expertise so for example Leicestershire County Highways, Leicestershire Police and National Highways advise on traffic management, Leicestershire Police advise on crime and disorder and the fire service advise on fire safety. This Council advises on its area of expertise in the form of noise control, food hygiene, licensing, infection control, health and safety as well as water and sanitation.

The event organiser informed agencies at a meeting of the NWLSAG in January that the 2023 event would have four entertainment days starting on the Thursday and were considering opening the campsites on the Tuesday, a day earlier than in previous years. These proposed changes to the event were all permissible within the current licence, therefore a formal amendment to the licence was not required. The event organisers asked if any agency had an objection or concern relating to the proposal. No concerns or objections were raised.

At a meeting of the NWLSAG in February the event organiser informed agencies that their plans had changed. The arena would open on Thursday providing an additional day of entertainment within the arena, however the carparks and campsites would not open until midday on Wednesday. The event organiser held a multi-agency traffic management planning meeting in March to scrutinise and develop the plans. No concerns were raised by agencies relating to traffic management at the NWSAG meeting in April.

The event organiser will be setting up a multi-agency debrief focussed on traffic management in order to fully understand the causes of the disruption to the road network this year and to take the learning forward to minimise the impact on the local road network in 2024.

Supplementary question and response



Councillor C Sewell reported that festival goers had been complaining about the lack of health and safety provision including lack of water points, no shaded areas or medical support. She was also disappointed that the parish Council was not consulted this year. She asked how the Council would ensure that the health and safety measures, as well as the highway issues, were better for future events. Councillor M B Wyatt concurred with the comments made and ensured that maximum pressure would be applied to the event organisers in future to avoid these issues. He also confirmed that the parish council would also be consulted.

Question from Councillor D Bigby

'This question is seeking clarity on the administration's current net zero target for its Council homes in light of the Council's latest bid for Eco4 funding for uprating the heating efficiency of our housing stock appearing to have been unsuccessful. Could the portfolio holder explain where that leaves the council in terms of the following points please.

- The number of Council homes that have been uprated in the last 4 years (since the Council declared a climate emergency) and the number that still require uprating over the next 7 years to 2030 to meet the Council's net zero carbon targets and the likely availability of funding between now and 2030
- is it still the aim for our Council stock to achieve an overall reduction in annual carbon emissions from some 15ktCO<sub>2</sub>e in 2016 to less than 2ktCO<sub>2</sub>e by 2030, as set out in the adopted 2019 roadmap, or is it that all Council homes reach an EPC rating of C by 2030 which now seems to be the regularly quoted metric, and, if the latter, what difference will this make to the Council's total carbon emissions by 2030 (in ktCO<sub>2</sub>e) when compared with the original target?

Response by Councillor A Woodman

On first glance this seems a simple question; how many homes have we improved the SAP or EPC rating on in the past four years?

However, it is not that simple as it requires tracking all works, pre and post with a full assessment and this is then set against a moving definition of the prime measure of EPC assessment.

I can tell you how many homes have had improvement work done, but this is not the answer to the question you have asked.

In order to answer the real question, we need to conduct a thorough Stock Condition and Quality Survey. This is currently being undertaken and as we begin to receive more robust data and enter it into our new intelligent energy performance management software (Sava) a full analysis will be done and the results shared. This data will be key in developing the new Housing Asset Management Strategy which will be developed over the next year.

We are in the midst of a three-year asset plan, and we are on track with our ambitions set out in the Zero Carbon Roadmap and graphics and data appended to the Zero Carbon Annual Report are taken from our Sava system.

The detailed answer to the second question relies on the same data from the survey above.

But in summary the Council is indeed signed up to the climate emergency and has a target of becoming carbon neutral by 2030. We have a regulatory target of reaching EPC C or above on all properties by 2028; so there are two targets we are working to.

Once we have the outcome of the stock survey we can calculate the required reduction that will be achieved via the Asset Management Plan. It will then be for the Council

through the Asset Management Plan, the HRA business plan and budget setting to make decisions regarding the best way to reach both targets. Scrutiny, Cabinet and Council have a role to play in all these decisions and I am sure members will look forward to those debates at the appropriate time.

Supplementary question and response

Councillor D Bigby felt that the first part of the question had not been answered and there repeated it. Councillor A Woodman referred to a meeting scheduled for the following day with Councillor D Bigby and Housing Officers, and hoped that more information on the matter would be provided. He invited Councillor D Bigby to contact him to arrange a meeting along with Senior Officers to collaborate on this matter.

## **25. PETITIONS**

No petitions were received.

## **26. MINUTES**

Consideration was given to the minutes of the meeting held on 23 May 2023.

It was moved by Councillor R Morris, seconded by Councillor J Legrys and

RESOLVED THAT:

The minutes of the meeting held on 23 May 2023 be approved and signed by the Chairman as a correct record.

## **27. COMMUNITY GOVERNANCE REVIEW PROCESS**

The Leader of the Council presented the report to Members and put forward an amendment to the second recommendation

It was moved by Councillor R Blunt, seconded by Councillor M B Wyatt and

RESOLVED THAT:

- a) The process for carrying out the Community Governance Review be noted.
- b) It be noted that a report would be brought to a future meeting of Council to seek to commence a Community Governance Review and agree the terms of reference for that review, with a view to completing the CGR process no later than December 2026

## **28. MOTIONS**

The Chair referred Members to the amendment to the original motion as detailed within the additional papers and invited Councillor J Legrys, who submitted the motion, to speak to it.

Councillor J Legrys reported that the matter was something raised a lot by local people during the election period and therefore felt it should be addressed. He felt that the third tier of governance was missing in the area to deal with many localised matters and as the Coalville Special Expenses Working Party was not fit for purpose, as well as a boundary review being long overdue, action was required. Therefore, Councillor J Legrys moved the motion as amended in the additional papers. This was seconded by Councillor M

Blair-Park, who as a Member of Ashby Town Council, valued the impact a parish council could make for local engagement.

Following a full discussion on the advantages of having a Parish Council and pursuing a Community Governance Review, Councillor R Blunt concurred that the Coalville Special Expenses Working Party was not fit for purpose and having moved the recommendations on the previous item, which was seconded by Councillor Wyatt, he hoped that all colleagues would be in support of it.

A further debate was had on the timescales and some concerns were shared that without time boundaries the matter could drift and not be ready to elect members in the 2027 elections.

The Chair put the original motion to the vote and

RESOLVED THAT:

The Chief Executive:

- prepares to commence a Community Governance Review (CGR)
  - after the completion of the current LGBCE review of electoral arrangements
  - and no later than November 2025
- the terms of reference of the review to include
  - a review the boundaries of all existing Parishes as necessary
  - consideration of the most suitable way of representing people living in the unparished areas of
    - Broom Leys
    - Bardon ward
    - Castle Rock
    - Coalville East
    - Coalville West
    - Greenhill
    - Snibston North
    - Snibston South
    - Thringstone
  - to complete no later than December 2026
  - so that elections to any proposed Town or Parish Councils can be held in May 2027
- and schedule the programme for the Electoral Review Working Party accordingly.”

## **29. APPOINTMENTS TO COMMUNITY BODIES**

The Infrastructure Portfolio Holder presented the report to Members.

It was moved by Councillor K Merrie, seconded by Councillor T Gillard and

RESOLVED THAT:

- a) Councillor R Blunt be appointed to represent the Council on East Midlands Council.
- b) Councillor K Merrie be nominated to submit an expression of interest in being a member of the Regional Employer’s Board.
- c) Councillor A Woodman be nominated to submit an expression of interest in being a member of the Regional Migration Board.

**30. APPOINTMENTS TO COMMITTEES**

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

It was moved by Councillor T Gillard, seconded by Councillor C Sewell and

RESOLVED THAT:

- a) Councillor C Sewell be appointed to the Planning Committee to replace Councillor S Lambeth for the remainder of the 2023/24 civic year.
- b) Councillor R Morris be appointed to the vacant substitute position on the Appointments Committee.

The meeting commenced at 6.30 pm

The Chairman closed the meeting at 7.28 pm

**NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL**  
**COUNCIL – TUESDAY, 5 SEPTEMBER 2023**



<b>Title of Report</b>	<b>BUDGET AND CAPITAL PROGRAMME UPDATE</b>	
<b>Presented by</b>	Councillor Nicholas Rushton Corporate Portfolio	
<b>Background Papers</b>	<p>Budget Report (Council 26 February 2023)  <a href="http://nwleics.gov.uk">NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL (nwleics.gov.uk)</a></p> <p>EcoPark Project (Cabinet 25 July 2023)  <a href="http://nwleics.gov.uk">NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL (nwleics.gov.uk)</a></p>	<b>Public Report:</b> Yes
<b>Financial Implications</b>	<p>The report is to ensure the Council is following good financial governance in line with its Financial Procedure Rules and capital governance arrangements. The financial implications are set out in the report.</p> <p><b>Signed off by the Section 151 Officer:</b> Yes</p>	
<b>Legal Implications</b>	<p>There are no direct legal implications arising from this report.</p> <p><b>Signed off by the Monitoring Officer:</b> Yes</p>	
<b>Staffing and Corporate Implications</b>	<p>The Council is managing its capital budgets in a co-ordinated and effective way since the Capital Strategy Group was introduced and changes were made to introduce the development pool and programme of active projects. Any staffing implications are detailed within the report.</p> <p><b>Signed off by the Head of Paid Service:</b> Yes</p>	
<b>Purpose of Report</b>	To consider for approval additions to the Council's General Fund Revenue Budget and Capital Programme in line with the Constitution	
<b>Recommendations</b>	<p><b>THAT COUNCIL APPROVES:</b></p> <ol style="list-style-type: none"> <li><b>1. THE SUPPLEMENTARY ESTIMATES DETAILED IN PARAGRAPH 2.2 WHICH ARE ABOVE £250K AND ARE EXTERNALLY FUNDED.</b></li> <li><b>2. THE UPDATED CAPITAL PROGRAMME AS DETAILED IN APPENDIX 1, INCLUDING NEW SCHEMES AS SET</b></li> </ol>	

**1.0 BACKGROUND**

- 1.1 On an annual basis the Council approves its Budget and Capital Programme in February ahead of the subsequent financial year. The Budget is based on the best available intelligence at that point in time.
- 1.2 However, the external environment within which the Council operates is constantly evolving and during the financial year there can be changes in funding, for example the Council being successful in a grant bid for additional Government funding or by securing extra resources through partnership working.
- 1.3 These changes in funding, and therefore spending, are required to be managed in line with the Council’s Financial Procedure Rules which form part of the Constitution. During the last update to the Constitution, which came into effect on 9 May 2023, the delegation levels were updated to provide greater clarity regarding the inclusion of additional resources secured during the financial year that were not included when the Council set its annual Budget in February.
- 1.4 This report provides an update on additional funds secured during the financial year since the budget was set and requests specific approval of the new funds secured of £250,000 or more and new schemes for inclusion into the Capital Programme This is in line with the requirements set out in the Financial Procedure Rules.

**2.0 SUPPLEMENTARY ESTIMATES**

- 2.1 A Supplementary Estimate is an addition to the Council’s approved budget. In line with the Council’s Financial Procedure Rules a Supplementary Estimate of £250,000 or more requires Council approval to include it in its Budget.
- 2.2 The following Supplementary Estimate of £250,000 or more have been received and requires Council approval to include in the Council’s Budget:

<b>Supplementary Estimate</b>	<b>£</b>
<u>Rough Sleeping Initiative Grant</u> The amount of this grant for 2023/24 was not known when the budget was set. It has subsequently been confirmed by Government.	531,860

**3.0 CAPITAL PROGRAMME**

- 3.1 The Council agreed its Capital Programme as part of the annual Budget in February 2023. The budget report set out enhancements being made to capital project governance to assist in managing schemes through their project lifecycle and mitigate risk. In line with the Council’s Financial Procedure Rules, which form part of the Constitution, any new schemes entering the Capital Programme require Council approval.
- 3.2 At its meeting on 25 July 2023 Cabinet approved a report in relation to the Hermitage Recreation Ground EcoPark. This report included the creation of a new scheme for inclusion in the Council’s Capital Programme. The total cost of this scheme is £162,260.

The scheme is to be funded by a £130,000 virement from grant monies received from the UK Shared Prosperity Fund (UKSPF) and an external contribution of £32,260 from National Forest.

3.3 The Capital Strategy Group considered proposals for two new projects for inclusion in the Capital Programme. These projects are:

- Hermitage Access Road Enabling Works (Total cost £25,000, funded by virement from underspend on Hermitage Leisure Centre Demolition)  
The redevelopment of the former Hermitage Leisure Centre site for new uses will require the provision of a new access road designed and constructed to adoptable standard. This scheme proposes the cost of preparing designs and cost estimates for the road and generally progressing preparatory works to the point at which a planning application (for the road) can be submitted. It should be noted if for any reason the scheme did not progress these costs would need to be funded from revenue.
- Public Conveniences (Total cost £23,000, funded by virement from underspend on IT Programme)  
Installation of electronic payment facilities at the Council’s public toilet facilities as part of the implementation of an invest to save proposal agreed as part of the Budget approved by Council in February 2023. This will enable the Council to achieve the income budget of £16,000. It will also have the potential to lead to further revenue savings in relation to cleaning costs in future years.

3.4 The latest version of the Capital Programme is shown at Appendix 1. It incorporates the following changes since the Programme was approved in February 2023:

- The provisional year end financial out-turn for 2022/23 as agreed by Cabinet at its meeting on 27 June 2023.
- Movements between the Development Pool and the Active Programme as schemes have progressed through their project lifecycle. These schemes were all within their budget envelope approved by Council in February 2023.
- The inclusion of the following new schemes:
  - Hermitage Recreation Ground EcoPark project as set out in paragraph 3.2.
  - Hermitage Access Road Enabling Works as set out in paragraph 3.3.
  - Public Conveniences as set out in paragraph 3.3.

Policies and other considerations, as appropriate	
Council Priorities:	The Revenue Budget and Capital Programme provides funding for the Council to deliver against all its priorities.
Policy Considerations:	None.
Safeguarding:	None.
Equalities/Diversity:	There have been equality impact assessments conducted by services on the proposals in this report.
Customer Impact:	Customers are likely to be impacted positively by the additional revenue funding and changes to the Capital Programme set out in this report.
Economic and Social Impact:	The General Fund Capital Programme includes significant investment includes over £25m of

	investment in the District.
Environment, Climate Change and zero carbon:	The Capital Programme includes substantial investment in the replacement of council vehicles and reducing our carbon emissions and investment in bins and recycling containers to increase recycling from households.
Consultation/Community Engagement:	The Budget and Capital Programme were subject to consultation and community engagement during its development and ahead of its approval in February 2023.
Risks:	The Budget and Capital Programme are monitored throughout the year to ensure the Council remains within its funding envelope and planned budget savings are delivered. Key risks to the Budget and Capital Programme are set out in the Budget Reports approved by Council in February 2023. A link to these reports is provided in the Background Papers.
Officer Contact	Glenn Hammons Interim Director of Resources <a href="mailto:glenn.hammons@nwleicestershire.gov.uk">glenn.hammons@nwleicestershire.gov.uk</a>



PROJECT		2023/24	2024/25	2025/26	2026/27	2027/28	Funding Source
	Notes	Revised Budget	Budget	Budget	Budget	Budget	
		£	£	£	£	£	

**ACTIVE PROJECTS****Coalville Regeneration Projects**

Accommodation Project		1,424,815					Reserves, grants and Prudential Borrowing
Marlborough Square Improvements		2,252,269	591,713				
Marlborough Centre Purchase and Renovation		100,000	2,238,028	1,152,923			
<b>Total Coalville Regeneration Projects</b>		<b>3,777,084</b>	<b>2,829,741</b>	<b>1,152,923</b>	-	-	

**Systems / ICT Schemes**

Laptop Replacements		68,383					Reserves
Server and storage additional capacity		50,000					
Finance System Review		137,639					
Cloud Back-up Solution		43,544					
SharePoint Intranet Upgrade		10,000					
Car Parking Machines - Modem Upgrade		13,300					
<b>Total Systems / ICT Schemes</b>		<b>322,866</b>	-	-	-	-	

**Fleet Replacement and Infrastructure Programme**

Refuse Vehicles		304,063					Capital Receipts and Prudential Borrowing
<b>Total Fleet Replacement and Infrastructure Programme</b>		<b>304,063</b>	-	-	-	-	

**Other Capital Schemes**

Leisure Project - New Leisure Centre Coalville		-	1,111,894				Prudential Borrowing
CCTV Cameras replacement		95,000					Grants
Disabled Facility Grants		883,453					Grants and Reserves
Electrical vehicle charging point installations		163,251	84,831				Reserves and Prudential Borrowing
District Car Parks - LED Lighting replacement		70,600					Prudential Borrowing
Council Offices - (Stenson House) External works to roadway outside registry office		5,000					
The Courtyard - renew rainwater goods/door		7,838					
Breedon on the Hill Gate		5,155					
Memorial Clock Tower		10,000					

PROJECT		2023/24	2024/25	2025/26	2026/27	2027/28	Funding Source
	Notes	Revised Budget	Budget	Budget	Budget	Budget	
Coalville and Ashby Public Conveniences	New scheme	23,000					
Hermitage Recreational Ground EcoPark	New scheme	162,260					Grant
Hermitage Access Road	New scheme	25,000					
Market Street Car Park - Resurfacing		-	1,500				Prudential Borrowing
Appleby Magna Caravan Site - redevelopment -other		38,510					
Refuse Bins & Recycling Containers		194,000					Revenue and Prudential Borrowing
Air Quality		5,535					Grant
<b>Total Other Capital Schemes</b>		<b>1,688,602</b>	<b>1,198,225</b>	-	-	-	
<b>TOTAL ACTIVE PROJECTS - MAIN PROGRAMME</b>		<b>6,092,615</b>	<b>4,027,966</b>	<b>1,152,923</b>	-	-	

PROJECT		2023/24	2024/25	2025/26	2026/27	2027/28	Funding Source
	Notes	Revised Budget	Budget	Budget	Budget	Budget	

#### DEVELOPMENT POOL

##### Coalville Regeneration Projects

Coalville Regeneration Framework		25,000	1,220,387	500,000	500,000	500,000	Reserves
Demolition of Council Offices		300,000					
<b>Total Coalville Regeneration Projects</b>		<b>325,000</b>	<b>1,220,387</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	

##### Systems / ICT Schemes

Laptop Replacements			26,000	92,000	49,000	49,000	Reserves
Firewall Replacement						50,000	
Hosted SBC to Cloud			15,000				
Replacement of NetApp Storage Solution			70,000				
<b>Total Systems / ICT Schemes</b>		<b>-</b>	<b>111,000</b>	<b>92,000</b>	<b>49,000</b>	<b>99,000</b>	

##### Fleet Replacement and Infrastructure Programme

Fleet Replacement Programme		-	6,197,639	3,114,040	974,950		Capital Receipts and Reserves
MOT Lane Upgrade		50,000					
Kempower Mobile DC Charging Unit		15,860					
Solar Panels - Ashby Leisure Centre/Coalville Leisure Centre		195,000					
<b>Total Fleet Replacement and Infrastructure Programme</b>		<b>260,860</b>	<b>6,197,639</b>	<b>3,114,040</b>	<b>974,950</b>	<b>-</b>	

##### Other Capital Schemes

Disabled Facilities Grant			670,310	670,310	670,310	670,310	Grant
UK Shared Prosperity Investment Plan Programme		640,310	634,250				Grant
CCTV Cameras replacement			49,969				Prudential Borrowing
Driver ID Fobs and Tachograph download		11,035					Reserves
Moira Furnace - Masonry & Drainage Masonry/Drainage/Upgrades to furnace and Bridge & further remedial works		50,000	230,000				
The Courtyard Roof repair		200,000					
Hermitage Recreational Ground Demolishing		25,000	96,068	50,000			
Hermitage Recreational Ground 3G Pitch			130,000				
Refuse Bins & Recycling Containers			194,000	200,000	200,000	202,000	
Kegworth Public Realm Works		907,905					Grant and Reserves

PROJECT		2023/24	2024/25	2025/26	2026/27	2027/28	Funding Source
	Notes	Revised Budget	Budget	Budget	Budget	Budget	
Total Other Capital Schemes		1,834,250	2,004,597	920,310	870,310	872,310	
<b>TOTAL DEVELOPMENT POOL - MAIN PROGRAMME</b>		<b>2,420,110</b>	<b>9,533,623</b>	<b>4,626,350</b>	<b>2,394,260</b>	<b>1,471,310</b>	

**SPECIAL EXPENSES PROGRAMME**

**DEVELOPMENT POOL**

Play Areas

Staples Drive - Replacement Fencing		10,340					Revenue
<b>Total Play Areas</b>	-	<b>10,340</b>	-	-	-	-	
<b>TOTAL DEVELOPMENT POOL</b>	-	<b>10,340</b>	-	-	-	-	

<b>TOTAL CAPITAL PROGRAMME</b>		<b>8,523,065</b>	<b>13,561,589</b>	<b>5,779,273</b>	<b>2,394,260</b>	<b>1,471,310</b>	
--------------------------------	--	------------------	-------------------	------------------	------------------	------------------	--

**NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL**  
**COUNCIL – TUESDAY, 5 SEPTEMBER 2023**



<b>Title of Report</b>	<b>SCRUTINY ANNUAL REPORT</b>	
<b>Presented by</b>	Councillor Keith Merrie Infrastructure Portfolio Holder	
<b>Background Papers</b>	Minutes of the Corporate Scrutiny Committee on <a href="#">11 July 2023</a> and the Community Scrutiny Committee on <a href="#">13 July 2023</a> .	<b>Public Report:</b> Yes
<b>Financial Implications</b>	None identified.	
	<b>Signed off by the Section 151 Officer:</b> Yes	
<b>Legal Implications</b>	None identified.	
	<b>Signed off by the Monitoring Officer:</b> Yes	
<b>Staffing and Corporate Implications</b>	None identified.	
	<b>Signed off by the Head of Paid Service:</b> Yes	
<b>Purpose of Report</b>	To present the annual report to Council setting out the work of the Scrutiny Committees over the preceding 12-month period.	
<b>Recommendations</b>	<b>THAT COUNCIL:</b>  <b>RECEIVE AND NOTE THE ANNUAL SCRUTINY REPORT.</b>	

## 1.0 BACKGROUND

- 1.1 In accordance with the agreed scrutiny process, an annual report is submitted to Council setting out the work of both the Scrutiny Committees over the preceding 12-month period.
- 1.2 The Annual Scrutiny Report for 2022/23 is attached at Appendix 1.
- 1.3 Both the Corporate Scrutiny Committee and the Community Scrutiny Committee have been given the opportunity of making comment and to suggest changes to the report before being reported to Council.
- 1.4 Both Committees welcomed the report with Members advising that they were pleased to see what scrutiny was achieving. Some suggestions were made regarding the format of the report going forward, these would be considered by the Scrutiny Work Programming Group in the drafting of the 2023/24 report.

<b>Policies and other considerations, as appropriate</b>	
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:	Detail any economic or social impact as a result of the decision.
Environment, Climate Change and Zero Carbon:	None identified but regard had to this during the scrutiny process.
Consultation/Community Engagement:	This report was considered by both the Corporate and Community Scrutiny Committees before being submitted to Council.
Risks:	None identified but regard had to this during the scrutiny process.
Officer Contact	<p>Andy Barton Strategic Director of Communities <a href="mailto:andy.barton@nwleicestershire.gov.uk">andy.barton@nwleicestershire.gov.uk</a></p> <p>James Arnold Strategic Director of Place <a href="mailto:james.arnold@nwleicestershire.gov.uk">james.arnold@nwleicestershire.gov.uk</a></p>



North West Leicestershire  
District Council

SCRUTINY ANNUAL REPORT  
2022-2023

## **Contents**

1. Foreword
2. Membership
3. Introduction
4. The Committees' Resources
5. The Work of Scrutiny
6. Scrutiny Cross Party Working Group
7. The Scrutiny Work Programming Group
8. Scrutiny Principles
9. The Scrutiny Year
10. Task and Finish Groups
11. Looking Ahead to 2022/23
12. Members' Attendance Record



## 1. Foreword

This report reflects the work of the Scrutiny Committees during the civic year 2022/23. During that year the Committees were chaired by Cllrs Smith and (former) Cllr Houlton.

## 2. Membership

### Corporate Scrutiny Committee

Councillor Nigel Smith (Chair)  
Councillor Virge Richichi (Deputy Chair)  
Councillor Elliot Allman  
Councillor Dave Bigby  
Councillor Andrew Bridgen  
Councillor Gill Houlton  
Councillor Jenny Simmons  
Councillor Tony Saffell  
Councillor Sean Sheahan  
Councillor Michael Wyatt  
Councillor Carl Benfield (Substitute)  
Councillor John Bridges (Substitute)  
Councillor Rachel Canny (Substitute)  
Councillor David Everitt (Substitute)  
Councillor Terri Eynon (Substitute)  
Councillor Marie French (Substitute)  
Councillor Louise Gillard (Substitute)  
Councillor Stuart Gillard (Substitute)  
Councillor Daniel Harrison (Substitute)  
Councillor Bertie Harrison-Rushton (Substitute)  
Councillor Michael Hay (Substitute)  
Councillor Russell Johnson (Substitute)  
Councillor Ray Morris (Substitute)  
Councillor Jake Windram (Substitute)

### Community Scrutiny Committee

Councillor Jim Houlton (Chair)  
Councillor Ray Morris (Deputy Chairman)  
Councillor Alexander Bridgen  
Councillor Carl Benfield  
Councillor Terri Eynon  
Councillor John Geary  
Councillor Michael Hay  
Councillor Gill Houlton  
Councillor Jenny Simmons  
Councillor Michael Wyatt  
Councillor Dave Bigby (Substitute)  
Councillor Angela Black (Substitute)  
Councillor Rachel Canny (Substitute)  
Councillor John Clarke (Substitute)  
Councillor Marie French (Substitute)  
Councillor Louise Gillard (Substitute)  
Councillor Stuart Gillard (Substitute)  
Councillor John Legrys (Substitute)  
Councillor Tony Saffell (Substitute)  
Councillor Carol Sewell (Substitute)  
Councillor Shean Sheahan (Substitute)

## 3. Introduction

North West Leicestershire District Council has adopted the Cabinet system to operate its decision making and there are two Scrutiny Committees comprising non-Cabinet members – the Corporate Scrutiny Committee and the Community Scrutiny Committee. Below is a non-exhaustive list of their respective areas of responsibility. Each Committee may receive reports and comment on matters of policy or items of business of a reasonably similar nature to those listed.

### Corporate Scrutiny Committee

Asset Management  
Estates and property  
Review of Constitution  
Communications  
Customer Services  
Finance

### Community Scrutiny Committee

Business/Economy  
Planning and Building Control  
Tourism  
Partnerships  
Community Safety  
Leisure

Human Resources  
Equalities  
ICT  
Legal Services  
Revenue and Benefits  
Shared Services

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

Scrutiny is central to the Council's decision-making process and has two main roles.

- (1) The development and review of policies for a wide range of subjects and services.
- (2) The critical examination of the Council's performance and effectiveness of its decisions.

The Scrutiny Committees look into areas of local concern; they recommend improvements the Council can make to ensure quality of life is improved for all. 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.

#### 4. The Committee's Resources

Support to the Committees is provided by two of the three Strategic Directors who offer sound and practical advice on subject matters and help the Committees manage their respective work programmes with regular dialogue with the Chairs of the two Scrutiny Committees.

Administrative support is provided by Democratic Services under the direction of the Democratic Services Team Manager.

Legal advice is provided by Legal Services under the direction of the Monitoring Officer.

The Centre for Governance and Scrutiny (CfGS) is regarded as a focal reference point for professional advice and training; and East Midlands Councils has offered support, as required, to assist with Task and Finish Groups.

The Committee does not have its own dedicated budget and its work is funded from the Democratic Services budget.

## **5. The Work of Scrutiny**

Scrutiny work is Councillor led. In addition to Councillors leading on which subjects they wish to consider in depth through Task and Finish Groups, they also set their own work programme which is populated with topics selected from the Cabinet's Forward Plan, matters relating to the Council's priorities and challenges, and issues of importance to local residents.

Scrutiny does not get involved in minor matters or individual concerns which are not of wider community significance. These need to be addressed through the appropriate service unit, Ward Councillor, or the Portfolio Holder responsible for the issue.

Scrutiny does not deal with individual complaints as these should be addressed through the Council's Complaints' Procedure.

The Council's Constitution sets out the rights of Scrutiny Committee Members to 'call in' a Cabinet decision if they feel it has not been made in accordance with decision-making principles set out in Part 2, section A of the Constitution. The Monitoring Officer is able to support and advise any members wishing to call in an item.

The 'call in' procedure may result in the convening of a special meeting to consider the matter unless the next programmed meeting falls within the deadlines set in the Council's Constitution. In the past 12 months there has been one 'Call in' request in relation to Cabinet item 'Hermitage Leisure Centre – Future Direction' at its meeting on 20 September 2022. In accordance with the Council's Constitution, following consideration of the request against the principles of decision making set out in the constitution, the call in request was declined by the Monitoring Officer.

## **6. Scrutiny Cross- Party Working Group**

A Cross-Party Working Group was established in 2020 to deliver the outcomes of the corporate peer review. Whilst the Cross-Party Working Group is not a decision-making body, the group is tasked with:

- Monitoring the progress of the project against the agreed action plan.
- Acting as 'critical friends' providing feedback and comments throughout the project.
- Acting as 'champions' for the successful delivery of the project within their respective groups by ensuring that the progress of the project was regularly reported back to all group members.
- Making recommendations to appropriate decision-making bodies based on the consensus of the Group.

Its membership for 2022/23 comprised:

- Councillor Robert Ashman, Deputy Leader
- Councillor Dan Harrison, Conservative

- Councillor Nigel Smith, Conservative
- Councillor Terri Eynon, Labour
- Councillor Sean Sheahan, Labour
- Councillor Tony Saffell, Independent

At its meeting on 26 October 2021, the Scrutiny Cross Party Working Group made a recommendation to establish a Scrutiny Work Programming Group to include the Chairs of the Scrutiny Committees, the Directors and members of the opposition. This recommendation was agreed by both the Corporate Scrutiny Committee and the Community Scrutiny Committee at the meetings held on 5 January and 9 February 2022 respectively.

## 7. The Scrutiny Work Programming Group

The Terms of Reference are as follows:-

Lead Officers	Strategic Directors
Terms of Reference	<ul style="list-style-type: none"> <li>• Consider requests for inclusion on the work programmes of each Scrutiny Committee;</li> <li>• Consider whether there are other ways of receiving information;</li> <li>• Consult with members of Scrutiny Committees, Senior Officers, Cabinet Members for horizon scanning on policy development;</li> <li>• Look at the corporate priorities, Council Delivery Plan and Cabinet Forward plan and identify key issues/topics for investigation/inquiry</li> <li>• Consider events and decisions in the Council's calendar which could require an input/consultation via Scrutiny Committees</li> <li>• Review any follow up work required after previous scrutiny</li> </ul>
Membership	Membership to comprise the Chairs of the two Scrutiny Committees and an opposition scrutiny committee member from each group.
Meetings	The Work Programming Group will meet approximately every two months (six meetings a year)

It was initially agreed that the Scrutiny Work Programming Group would run for a year. This would allow time to determine whether a more formal arrangement, such as a Scrutiny Commission, would likely be an effective addition to the process. Following on from this, the Scrutiny Cross Party Working Group met in January 2023 and requested that work on establishing a Scrutiny Commission be paused until after the District Council Elections and the Scrutiny Work Programming Group continue in the meantime.

## 8. Scrutiny Principles

The following principles-based approach for identifying and managing the scrutiny work plan have been agreed.

**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 – e.g. budget setting, CDP development
- Considering requests from members – e.g. via another forum or scoping report submitted
- Evaluating the Council's performance – e.g. 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

### **Scope and plan**

- Decide which scrutiny topics/work will be done each year
- Add to the work programme for each year to ensure manageable agendas for each meeting
- Consider allowing some scrutiny time for ad hoc requests which arise mid-year
- Ensure that items on the work programme are clearly scoped, with clear objectives for the committee and officers (use scoping form where possible)

**Recommend** (if appropriate) based on the following:

- Be specific about the recommendations
- Ensure that they are evidence based and realistic
- Focus on measurable outcomes (where appropriate)
- Address a specific person or group
- Be realistic about any financing requirements
- Develop in partnership with the executive, council officers and partners

**Respond** – Cabinet should respond to recommendations made by Scrutiny within two months. The response should be:

- A commitment to deliver the measure within the timescale set out
- A commitment to be held to account on that delivery in six months or a year's time
- Where it is not proposed that a recommendation be accepted, the provision of substantive reasons as to why not
- Can be given by way of Cabinet report/meeting considering the recommendations.

### **Review and evaluate**

- Regularly review progress and evaluate outcomes e.g. at Directors/Chairs meetings
- Produce an annual report which demonstrates the work the Committees have done and their impact.

Topics <b>are</b> suitable for Scrutiny when	Topics <b>are not</b> 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 Council's interests
The issue 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.

## 9. The Scrutiny Year

Over the nine meetings which the Scrutiny Committees held during 2022-23, several different topics were scrutinised, as shown in the table below:

Item	Considered by	Action of the Committee	Outcome
Zero Carbon Update	Corporate Scrutiny Committee on 8 June 2022	Received the report and submitted a number of comments for Cabinet to consider when making the final decision.	Gained a better understanding of the progress made on the Council's Zero Carbon Roadmap and provided comments on the Actions/spend for year 3 of the plan.
2021/22 Quarter 4 Performance report	Corporate Scrutiny Committee on 8 June 2022	Received the report and submitted a number of comments for Cabinet to consider when making the final decision.	Gained a better understanding of the Council's performance for Quarter 4 of 2021/22 and provided comments for consideration by Cabinet.
Scrutiny Annual Report	Corporate Scrutiny Committee on 8 June 2022 and Community Scrutiny Committee on 29 June 2022	Received the annual report detailing the work of the Scrutiny Committees for 2021/22 prior to consideration by Full Council.	Noted the work undertaken by the Scrutiny Committees for 2021/22.
The future of Hermitage Leisure Centre and Recreation Ground	Community Scrutiny Committee on 29 June 2022	Considered the proposals, raised several concerns, and sought further information before a final decision was taken.	The item was deferred to allow a formal consultation with Whitwick Parish Council and, for officers to address concerns raised and provide further information as requested at a future meeting.

Air Quality Capital Grant Funding (DEFRA)	Community Scrutiny Committee on 29 June 2022	Noted the award of the DEFRA Air Quality Grant.	Gained a better understanding on the Air Quality Capital Grant Funding.
Establishment of Fuel Poverty Task and Finish Group	Community Scrutiny Committee on 29 June 2022	Agreed the establishment of the Fuel Poverty Task and Finish Group.	Set up the Fuel Poverty Task and Finish Group, and agreed the Terms of reference.
A Cinema for Coalville	Community Scrutiny Committee on 29 June 2022	Consideration was given to the proposals contained within the confidential report and comments were submitted for Cabinet.	Comments were considered by Cabinet when considering the report.
Linden Way, Coalville – Highway Extension	Community Scrutiny Committee on 29 June 2022	Consideration was given to the proposals contained within the confidential report and comments were submitted for Cabinet.	Comments were considered by Cabinet when considering the report.
Former Hermitage Leisure Centre Building Future Direction	Community Scrutiny Committee on 7 September 2022 (Extraordinary Meeting)	Consideration was given to the proposals with several opposing views, which included an alternative recommendation which following a recorded note was lost. All comments were submitted to Cabinet for consideration.	Comments were considered and noted by Cabinet when considering the report, however the original proposals as presented to the Community Scrutiny Committee were agreed.
Leisure Centres Annual review	Community Scrutiny Committee on 21 September 2022	Noted the report and the annual performance of the Leisure Partnership with Everyone Active.	Comments were made and considered by officers.
The Effectiveness of Planning Enforcement	Community Scrutiny Committee on 21 September 2022	Noted the report and the intention to engage the Planning Advisory Service to review the service and provide a progress update in Autumn 2023.	Gained a better understanding on the current and future plans for the Planning Enforcement Team.
Recommendations of the Fuel Poverty Task and Finish Group	Community Scrutiny Committee on 23 November 2022	Received the report of the Task and Finish Group and agreed that the recommendations be put to Cabinet.	Cabinet considered the recommendations and supported three out of the seven that were presented.
2022/23 Quarter 1 and 2 Performance report	Corporate Scrutiny Committee on 7 December 2022	Received the report and submitted a number of comments for Cabinet to consider when making the final decision.	Gained a better understanding of the Council's performance for Quarter 1 and 2 of 2022/23 and provided comments for consideration by Cabinet.

Customer Services – Performance and Future Approach	Corporate Scrutiny Committee on 7 December 2022	Received an update on the performance of Customer Services and commented on the future direction of the service.	Gained an understanding of the current performance of the Customer Services Team and agreed the proposals to include a session in relation to Customer Services in the Member Induction and receive an annual update on progress.
Draft Robustness of Budget Estimates and Adequacy Reserves	Corporate Scrutiny Committee on 4 January 2023	Received the report and following a thorough discussion, submitted a number of comments for Cabinet to consider when making the final decision.	Gained a better understanding of budget process and policies/strategies involved and provided comments for consideration by Cabinet.
Draft Capital Strategy, Treasury Management Strategy and Prudential Indicators	Corporate Scrutiny Committee on 4 January 2023	Received the report and submitted a number of comments for Cabinet to consider when making the final decision.	Comments were considered by Cabinet and Council when considering the reports.
Draft General Fund Budget and Council Tax 2023/24	Corporate Scrutiny Committee on 4 January 2023	Commented on the budgetary proposals to be taken forward as part of the developing 2023/24 budget.	Comments were considered by Cabinet and Council when formulating and agreeing the budget.
Draft Housing revenue Account Budget and Rents 2023/24	Corporate Scrutiny Committee on 4 January 2023	Commented on the budgetary proposals to be taken forward as part of the developing 2023/24 budget.	Comments were considered by Cabinet and Council when formulating and agreeing the budget.
2022/23 Quarter 3 Performance Report	Corporate Scrutiny Committee on 8 March 2023	Considered the proposals and submitted a number of comments for Cabinet to consider when making the final decision.	Gained a better understanding of the Council's performance for Quarter 3 of 2022/23 and provided comments for consideration by Cabinet.
UK Shared Prosperity Fund	Corporate Scrutiny Committee on 8 March 2023	Considered the report and recommended to Cabinet that the two grants from the UK Shared Prosperity Fund be accepted, as well as submitted a number of comments.	Recommendations were received by Cabinet and were subsequently agreed.
Repairs Performance	Corporate Scrutiny Committee on 8 March 2023	Received a report on the current performance and provided comments/suggestions for officers to consider.	Gained a better understanding on the operation of the Housing Repairs Service and agreed for an update in six months' time.



Draft Resource and Waste Strategy for Leicestershire 2022 – 2050	Community Scrutiny Committee on 5 April 2023	Considered the draft policy and made comments for consideration by Cabinet when making a final decision.	Comments were considered by Cabinet when considering the report.
Safeguarding Children, Young People and Adults	Community Scrutiny Committee on 5 April 2023	Considered the report and made comments for consideration by Cabinet when making a final decision.	Gained a better understanding of Safeguarding Children, Young People and Adults.
Private Sector Housing Policies	Community Scrutiny Committee on 5 April 2023	Considered the draft policies and made comments for consideration by Cabinet when making a final decision.	Comments were considered by Cabinet.

## 10. Task and Finish Groups

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.

During 2022/23 Scrutiny Members established the following Task and Finish Group: -

### **Fuel Poverty**

The Group was tasked with reviewing the work that the Council was doing to minimise Fuel Poverty in North West Leicestershire and asked to make recommendations to Cabinet to this effect.

The membership was: -

- Cllr T Eynon (Chair)
- Cllr M Hay
- Cllr G Hout
- Cllr R Morris
- Cllr J Simmons
- Cllr M Wyatt

The Group held four meetings over the period from 15 September 2022 and 3 November 2022, which included attendance from several officers and external partners who were invited to give evidence.

The final findings of the group were reported to Community Scrutiny Committee on 23 November 2022, the ensuing debate resulted in recommendations for Cabinet which was subsequently considered on 31 January 2023. Following a thorough debate by Cabinet, three of the seven recommendations were supported.

## 11. Looking Ahead to 2023-2024

The year ahead will see both Scrutiny Committees being chaired by different Members, Councillor Terri Eynon and Councillor Simon Lambeth. The Committees will also welcome Members following the District Council elections in May 2023.

The Scrutiny Committees will continue to grow and develop in their role of holding the Council's decision makers to account. The Scrutiny Work Planning Group will continue to meet whilst work continues to develop proposals for a Scrutiny Commission.

## 12. Members' Attendance Record

### Corporate Scrutiny Committee

Attendance	8 Jun 2022	7 Dec 2022	4 Jan 2023	8 Mar 2023	%
Nigel Smith	Y	Y	N	Y	75%
Virge Richichi	Y	Y	Y	Y	100%
Elliott Allman	Y	N	N	Y	50%
Dave Bigby	Y	Y	Y	Y	100%
Alexander Bridgen	Y	Y	N	N	50%
Gill Hout	Y	Y	Y	Y	100%
Jenny Simmons	Y	Y	Y	Y	100%
Tony Saffell	N	N	N	N	0%
Sean Sheahan	Y	Y	Y	N	75%
Michael Wyatt	Y	Y	Y	Y	100%

### Community Scrutiny Committee

Attendance	29 Jun 2022	7 Sep 2022	21 Sep 2022	23 Nov 2022	5 Apr 2023	%
Jim Hout	Y	Y	Y	Y	Y	100%
Ray Morris	N	Y	N	Y	Y	60%
Carl Benfield	Y	Y	N	Y	Y	80%
Alexander Bridgen	N	N	N	N	N	0%
Dr Terri Eynon	Y	Y	Y	Y	Y	100%
John Geary	Y	Y	Y	Y	Y	100%
Michael Hay	Y	Y	Y	Y	Y	100%
Gill Hout	Y	Y	N	Y	Y	80%
Jenny Simmons	Y	Y	Y	Y	Y	100%
Michael Wyatt	Y	Y	Y	Y	N	80%

## NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COUNCIL – TUESDAY, 5 SEPTEMBER 2023



<b>Title of Report</b>	<b>APPOINTMENTS TO COMMITTEES AND COMMUNITY BODIES</b>	
<b>Presented by</b>	Councillor Keith Merrie Infrastructure Portfolio Holder	
<b>Background Papers</b>	Correspondence from Community Bodies requesting nominations held by Democratic Services.	<b>Public Report:</b> Yes
<b>Financial Implications</b>	There are no direct financial implications.	
	<b>Signed off by the Section 151 Officer:</b> Yes	
<b>Legal Implications</b>	To comply with the Constitution and the requirements of the Leicester, Leicestershire and Rutland Police and Crime Panel Arrangements.	
	<b>Signed off by the Monitoring Officer:</b> Yes	
<b>Staffing and Corporate Implications</b>	There are no direct implications.	
	<b>Signed off by the Head of Paid Service:</b> Yes	
<b>Purpose of Report</b>	To appoint an Alliance member to the Employee Joint Consultative Committee and a Conservative Lead Member to the Leicester, Leicestershire and Rutland Police and Crime Panel.	
<b>Recommendations</b>	<ol style="list-style-type: none"> <li>1. THAT COUNCILLOR M WYATT BE APPOINTED TO THE EMPLOYEE JOINT CONSULTATIVE COMMITTEE.</li> <li>2. THAT COUNCILLOR L WINDRAM BE APPOINTED TO THE VACANT SUBSTITUTE SEAT ON THE EMPLOYEE JOINT CONSULTATIVE COMMITTEE.</li> <li>3. THAT COUNCILLOR A WOODMAN BE APPOINTED AS THE COUNCIL'S REPRESENTATIVE ON THE LEICESTER, LEICESTERSHIRE AND RUTLAND POLICE AND CRIME PANEL.</li> <li>4. THAT COUNCILLOR T GILLARD BE APPOINTED AS COUNCILLOR A WOODMAN'S SUBSTITUTE ON THE LEICESTER, LEICESTERSHIRE AND RUTLAND POLICE AND CRIME PANEL.</li> </ol>	

**1.0 EMPLOYEE JOINT CONSULTATIVE COMMITTEE**

- 1.1 To comply with the requirements of the constitution, it is necessary to appoint another member to the Employee Joint Consultative Committee, to take its councillor membership to six.
- 1.2 The additional seat on the committee has been included into the total number of seats on committees, and in accordance with political balance and proportionality the seat would be given to the Alliance with no affect to any other committee.
- 1.3 Therefore, it is recommended that Councillor M Wyatt be appointed to the additional seat on the Employee Joint Consultative Committees and Councillor L Windram be appointed to the vacant substitute seat left by Councillor M Wyatt.

**2.0 LEICESTER, LEICESTERSHIRE AND RUTLAND POLICE AND CRIME PANEL**

- 2.1 Members will recall that appointments to community bodies were made at the annual meeting of the Council in May. At the meeting Councillor Wyatt was appointed to the Leicester, Leicestershire and Rutland Police and Crime Panel, as the appropriate Lead Member, following his appointment as the Community Services Portfolio Holder.
- 2.2 The Leicester, Leicestershire and Rutland Police and Crime Panel is required to meet the balanced appointment objectives, as required by legislation and following receipt of all the nominations across the Police Force Area and the significant change to political control following the elections in May, a request was received by North West Leicestershire to appoint a Lead Conservative Member from the Cabinet to meet the required political balance. The Police and Crime Panel has confirmed that each Council can appoint a substitute member.
- 2.3 Having previously held the Community Services Portfolio, it is therefore recommended that Councillor A Woodman be appointed to the Leicester, Leicestershire and Rutland Police and Crime Panel and that Councillor T Gillard be appointed as the substitute.

<b>Policies and other considerations, as appropriate</b>	
Council Priorities:	Supporting Coalville to be a more vibrant, family-friendly town Support for businesses and helping people into local jobs Developing a clean and green district Local people live in high quality, affordable homes Our communities are safe, healthy and connected
Policy Considerations:	Leicester, Leicestershire and Rutland Police and Crime Panel Arrangements. Constitution
Safeguarding:	Terms of Reference of the Committee and Community Body.
Equalities/Diversity:	Terms of Reference of the Committee and Community Body.
Customer Impact:	None identified.
Economic and Social Impact:	None identified.
Environment, Climate Change and Zero	None identified.

Carbon:	
Consultation/Community Engagement:	The Leader of the Council
Risks:	To ensure appropriate representation on the Employee Joint Consultative Committee and Leicester, Leicestershire and Rutland Police and Crime Panel
Officer Contact	Elizabeth Warhurst Head of Legal and Support Services <a href="mailto:elizabeth.warhurst@nwleicestershire.gov.uk">elizabeth.warhurst@nwleicestershire.gov.uk</a>

This page is intentionally left blank

## Council Procedure Rules – Motions and Amendments

### What members can do

- When seconding a motion, a member may reserve their speech until later in the debate (rule 14.3).
- Members may only speak once on a motion or amendment whilst it is being debated (rule 14.5, 14.5(a)).
- Members may also move a further amendment if the motion has been amended since they last spoke (rule 14.5(b)).
- Members can exercise a right of reply, raise a point of order or make a personal explanation during debate (rule 14.5(d), (e) and (f)).
- Members can speak on the main issues if their first speech was on an amendment (rule 14.5(c)).
- The mover of a motion has a right of reply at the close of debate on the motion, before it is put to the vote (rule 14.9.1).
- The mover of a motion has a right of reply at the close of debate on any amendment (rule 14.9.2).

### What members can't do

- Members cannot make a speech until a motion has been seconded (rule 14.1).
- Members cannot speak again whilst a motion is being debated, except to exercise a right of reply, raise a point of order or make a personal explanation (rule 14.5, 14.5(a) to (f)).
- Members cannot speak for more than 5 minutes without the consent of the Chairman (rule 14.4).
- The mover of a motion may not speak on an amendment, other than to exercise his right of reply (rule 14.9.2).
- The mover of an amendment has no right of reply at the close of debate (rule 14.9.3).

### Motions and Amendments – Flowchart

