



Scan the code above or visit 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, 30 JANUARY 2024
Location Forest Room, Stenson House, London Road, Coalville, LE67 3FN
Officer to contact Democratic Services (01530 454512)



.....
Chief Executive

AGENDA

Item	Pages
PRAYERS	
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. CHAIRMAN'S ANNOUNCEMENTS	
4. LEADER'S AND PORTFOLIO HOLDERS' ANNOUNCEMENTS	
Members are reminded that under paragraph 11.1 of part 3 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.	

Item	Pages
5. QUESTION AND ANSWER SESSION	
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 Support 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 Support Services.	
7. MOTIONS	
To consider any motions on notice under procedure rule no. 12.	
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 14 November 2023.	3 - 12
10. ELECTORAL BOUNDARY REVIEW - COUNCIL SIZE SUBMISSION	
Report of the Chief Executive.	13 - 52
11. TREASURY MANAGEMENT HALF-YEARLY REPORT 2023/24	
Report of the Strategic Director (Resources).	53 - 74
12. APPOINTMENTS TO COMMUNITY BODIES	
Report of the Chief Executive.	75 - 76
13. URGENT DECISIONS TAKEN BY CABINET	
Report of the Chief Executive.	77 - 80

MINUTES of a meeting of the COUNCIL held in the Forest Room, Stenson House, London Road, Coalville, LE67 3FN on TUESDAY, 14 NOVEMBER 2023

Present: Councillor R L Morris (Chair)

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

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

43. APOLOGIES FOR ABSENCE

There were no apologies for absence.

44. DECLARATION OF INTERESTS

Councillors A Barker, D Everitt, M French, R Johnson, J Geary, J Legrys J Page, E Parle, N J Rushton, N Smith and A Wilson declared a non-registerable interest in item 7 – Motions, in relation to a motion submitted regarding Leicestershire Local Government Pension Scheme as previous employees of Leicestershire County Council.

45. CHAIR'S ANNOUNCEMENTS

The Chair announced the sad death of John Coterill, an ex-councillor and former Chairman of the Council who passed away on 3 October. The Chair then invited all to stand and a minute silence was observed.

Under his initiative to celebrate the success of staff, the Chair announced that he had recently presented the Chair's award to Rebecca Elliott who worked in the Legal Services Team.

The Chair referred to a recent episode of the television series Countryfile which was set in Heather Wood in the District and followed the journey of a young boy who had been supported by the Chair's chosen charity 'Steps'. The hard and successful work of the charity was acknowledged. The Chair announced that there would be further charity events in the coming months to raise funds for the charity and the details would be to follow.

46. LEADER'S AND PORTFOLIO HOLDERS' ANNOUNCEMENTS

Councillor K Merrie, Infrastructure Portfolio Holder, welcomed the recent government announcement in relation to HS2 which meant that local businesses and communities could plan for the future. Councillor S Sheahan concurred with Councillor K Merrie in relation to the announcement.

Councillor M B Wyatt, Communities Portfolio Holder, highlighted the achievements of the Council to date in relation to the Carbon Net Zero targets and pledged to continue the journey as detailed within the Council Delivery Plan.

Councillor R Blunt, Leader of the Council, announced a change to Councillor M B Wyatt's Portfolio title to 'Community and Climate Change Portfolio Holder'.

47. QUESTION AND ANSWER SESSION

There were no questions received.

48. QUESTIONS FROM COUNCILLORS

There were five questions asked which are set out below 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

‘I am interested in understanding whether the Leicestershire Local Government Pension Scheme has any milestones and timelines set to monitor the progress of their engagement with fossil fuel companies to ensure that they reduce their fossil fuel production by at least half by 2030.

What criteria (if any) has this authority set to assess achievement of these milestones?’

Response from Councillor N J Rushton

‘Leicestershire County Council Pension Fund (the Fund) agreed a Net Zero Climate Strategy in March 2023 following extensive consultation with over 1700 scheme members and employers. The Strategy outlines the Fund’s approach to climate risk and opportunities. It also details it’s four-step engagement plan to engage with and challenge underlying companies and the Fund’s investment managers to achieve net zero by 2050, with an ambition for sooner.

The Fund doesn’t have specific targets for fossil fuel companies. However, it has nine targets which will aim to support real-world emissions reduction and alignment of companies towards net zero. One of these targets is to have 90% of assets in material sectors (such as fossil fuels, mining, and cement) classified as achieving net zero, aligned or aligning by 2030. Every year the Fund will report against progress towards the targets set in the Net Zero Climate Strategy. The next report is due in December and will highlight progress towards the targets as agreed by the Local Pension Committee.

The Fund is also a part-owner of LGPS Central, the asset pool of which the Fund is a participating member. Central have a clear Net Zero Strategy which is based on emission-reduction and engagement targets from 2025 to 2050. As part of the strategy Central are committed to engage with the highest emitters within the portfolio that have not set credible net zero target, this includes sectors such as agriculture, electricity, and gas sectors.

LGPS Central has set out a number of milestones within its Net Zero Strategy including engagement targets. At individual engagement level they will also set up key performance indicators for each direct engagement on how companies holistically transition to net zero, this will likely involve changing production patterns.

The Fund considers engagement activity of partners such as LGPS Central, the Local Authority Pension Fund Forum and investment managers every quarter, like with Central these partners often lead and participate in engagement with fossil fuel companies, to support a just transition to net zero by 2050.

The Leicestershire Local Pension Committee has the responsibility for the management of the Leicestershire Pension Fund. This fund covers staff of District Councils, Leicester City Council, Loughborough and De Montfort Universities as well as the County Council. Membership consists of 5 County Councillors, 2 City Councillors, 2 District Councillor, 1 university representative, and 3 employee representatives. NWL does not have representation on the committee.

The County Council has established joint arrangements with eight Midlands-based Local Government Pension Funds (Leicestershire, Cheshire, Shropshire, Staffordshire, West Midlands, Derbyshire, Nottinghamshire and Worcestershire) to form the Local Government Pension Scheme Central Investment Pool. A joint committee has been established in accordance with section 102 of the Local Government Act 1972 to enable representatives from the eight authorities to meet, ask questions of the operator of the Investment Pool and challenge the performance of investments and investment managers.

Councillor T Eynon did not wish to put forward a supplementary question.

Question from Councillor J Geary

‘As a member of The Snibston Heritage Trust I understand that there is a headstock winding wheel currently being stored at the Snibston Mine site by the Leicestershire Museums Service on the understanding that this authority intends to find a use for it as a gateway marker for Coalville.
What progress has been made on this project?’

Response from Councillor R Blunt

‘NWLDC was fortunate to be offered a headstock winding wheel that we understand would otherwise have been disposed of by Leicestershire Museum services. The council is now investigating opportunities to re-locate the wheel in one of the existing or future projects that will be delivered under the Coalville Regeneration Framework, ensuring it remains part of Coalville’s heritage.’

Supplementary question and response

Councillor J Geary requested that the collection of the wheel be arranged for later in the week as it was impacting the storage facility at the centre. Councillor R Blunt explained that this was not possible as it belonged to Leicestershire County Council, but he would discuss the matter further with officers to devise a plan to move forward.

Question from Councillor A Morley

‘On 17 November 2022, as part of the Chancellor’s Autumn Statement, the government announced an additional £1 billion of funding to help households with the cost of essentials. In England a further £842 million is being provided to extend the Household Support Fund by a further 12 months from 1 April 2023 to 31 March 2024. The additional funding will be used by local authorities to support vulnerable households.

How has this funding been allocated in North West Leicestershire?’

Response from Councillor N J Rushton

‘The purpose of this grant is to provide support to households, who would otherwise struggle to buy food or pay essential utility bills or meet other essential living costs, to help

them with significantly rising living costs. The grant of £842m will be paid to upper tier and unitary authorities.

Leicestershire County Council (LCC) were allocated a sum of £7.240m for the 2023-24 financial year. The grant allocation is based on an authorities' share of low-income households, which can be used to support those most in need within the scope of the grant determination.

As a lower tier authority, NWL has not received a grant allocation.

The local authorities who have received the grant funding are expected to work with delivery partners such as district councils, charitable or third-party organisations, to ensure that the fund reaches those who need it most.

LCC stipulated that it would not accept direct applications from residents, they must come from a professional support worker or agency. This included referrals from district and borough councils.

During the period 1 April 2023 – 8 November 2023, the Council has made 1,119 referrals. The costs of administering these referrals have been met from existing NWL budgets, despite a request to LCC utilise the grant funding to support administration costs.

Supplementary question and response

Councillor A Morley was pleased to hear that there had been 1,119 referrals. She asked how many of these referrals had been successful and what the total financial award for the district had been out of the £7.240m LCC grant allocation. Councillor A Morley also hoped that as the scheme had been extended, that it was being promoted appropriately across the whole district. Councillor N J Rushton explained that he did not have the financial details but would make sure a response would be provided outside of the meeting.

Question from Councillor G Rogers

'I've been approached by a number of my constituents in relation to events occurring at Cattows Farm, Heather, which I understand is a venue licensed by the Council.

These events are causing chaos in the village with roads being grid locked in all directions. Apart from the massive inconvenience caused to local residents, in the event of an accident or an emergency it is unlikely that Ambulances, Fire Engines or Police would be able to get through or would at the very least be seriously delayed in attending.

Can the Portfolio Holder explain what he is intending to do in relation to the licensing of future events?

Response from Councillor M B Wyatt

'I am aware that a broad range of events take place at Cattows Farm in Heather.

The majority of these events, such as the Halloween events, pumpkin picking and the Ashby Show can take place without a premises licence under the Licensing Act 2003. Traffic related issues at these non licensed events would be dealt with by the Highway Authority at Leicestershire County Council.

The fireworks event which took place on 4th and 5th November was licensed primarily because an element of the event contained live music and a number of bands.

The licence is a permanent licence which is subject to conditions and covers the sale/supply of alcohol as well as regulated entertainment for the tea rooms and restaurant. The licence also covers the farm's larger events.

Where the licence is required, the event organiser is required to comply with the licence conditions relating to traffic management which involves devising a traffic management plan and submitting to Leicestershire County Council Highways and Leicestershire Police for their comment and agreement.

To date (8 November) the Council's Licensing department has not received any complaints relating to traffic problems at the fireworks event from members of the public, however a district councillor and two parish councillors have made contact about these issues.

A debrief of the fireworks event will be scheduled by the Council's Licensing team to both better understand the extent of the traffic issues and clarify the reasons for the problems as well as potential solutions if these are necessary.

Officers will encourage the event organiser / venue to arrange a consultation meeting with residents and Parishes where any issues can be discussed.

Supplementary question and response

Councillor G Rogers explained that the parking issues were becoming a major concern and asked for reassurance that the matter would be addressed. Councillor M B Wyatt gave his reassurances that he would work with officers and the various agencies to try and resolve the matter.

Question from Councillor R Sutton

'As the district in which the East Midlands Airport is located, this Council is not only the relevant Planning Authority but it has a vital role in ensuring that economic, employment and environmental development and regulation are optimised for residents, especially those living in adjoining parishes, and in influencing the Airport's own governance and statutory duties to be a good neighbour. Please supply full details of the Council's representation and attendance at meetings of the Independent Consultative Committee of the Airport since 2019, a period that has covered increased night-time operation and vital consultations on the Noise Action Plan 2024-28 and the Future Airspace Programme to name but two important consultations.'

Response from Councillor K Merrie

Thank you for your question Councillor Sutton. I can confirm the following:

The Council appoints the Chair of Planning Committee to the Independent Consultative Committee, which meets 3 times a year. The Deputy Chair of Planning Committee is appointed as a substitute for the Chair.

Civic Year	Appointed Representative	Attendance
2019 – 2020	Councillor Smith (Councillor Boam sub)	No attendance – There were no meetings between March 2020 and May 2020
2020 - 2021	Councillor Smith (Councillor Boam sub)	No attendance – There were no meetings between May 2020 – January 2021
2021 - 2022	Councillor Smith (Councillor Boam sub)	No attendance
2022 - 2023	Councillor Morris (Councillor Boam sub)	No attendance
2023 - 2024	Councillor Boam (Councillor Morris sub)	No attendance

Further information on the Independent Consultative Committee can be found here <https://www.eastmidlandsairport.com/community/consultative-committee/>

Supplementary question and response

Councillor R Sutton felt that the lack of attendance was a ‘neglect of duty’ and that since there had been no subsequent update following the consideration of the airport masterplan by Cabinet in 2014, he take the seat rather than the Planning Committee Chair due to the urgency of the issue. Councillor K Merrie confirmed that he had discussed the future meeting dates with the Planning Committee Chair and he would attend subject to no clashes with Council meetings.

49. MOTIONS

The Chair referred Members to the motions as detailed within the agenda papers and invited each Councillor who made a submission to speak to their motion in turn in the order that they had been received.

Motion A - Leicestershire Pension Fund and fossil fuel investment

Councillor M B Wyatt spoke to and then formally moved the motion as detailed within the agenda. It was seconded by Councillor R Blunt. The motion was then put to the vote.

The motion was CARRIED.

RESOLVED THAT:

The Council commits to –

- 1) Call on the Leicestershire Local Government Pension Scheme to urgently put in place and act on:
 - a) A public commitment to divest from the top 200 companies involved in fossil fuel production by 2027.

- b) A transparent process y which they will carry out this divestment.
 - c) Urgently review its Net Zero Climate Strategy to:
 - i) Use robust measure which do not enable the companies it invests in to greenwash themselves,
 - ii) Include a clear and effective escalation process, culminating in divestment from companies they invest in who fail to act to reduce their carbon emissions.
- 2) Work with other local authorities and councillors in Leicestershire and Rutland, as well as other relevant employers in the pension scheme, to call on our shared Pension Fund to urgently and publicly end their investment in fossil fuel producing companies.

Motion B – Ivanhoe Line

The Chair announced that following the submission of the motion, an alteration to the motion and an amendment to the motion had been received. Both the alteration and amendment were clearly set out in the additional papers. The Chair then went on to explain the process to deal with the motion for clarity.

Councillor M B Wyatt spoke to and then formally moved the altered motion. It was seconded by Councillor A Woodman who at that point accepted his opportunity to address the Chamber and spoke in favour of the motion.

Councillor T Eynon spoke to and formally moved the amendment to the motion. It was seconded by Councillor A Morley.

A discussion ensued in which Members spoke both in support and against the amendment to the motion, including the accuracy of the facts available and opportunities to have a fully functioning line.

Using her right of reply, Councillor T Eynon spoke passionately about the Ivanhoe Line and urged Members not to lose this opportunity for a line in the District.

The amendment to the motion was put to the vote. A recorded vote having been requested; the voting was as detailed below.

The motion was LOST.

The Chair referred Members to the original altered motion as moved and seconded. No further comments were received.

The original altered motion was put to the vote.

The motion was CARRIED.

RESOLVED THAT:

The Council welcomes the progress being made to finally see the Ivanhoe Line reaching the next stage, but strongly encourages the Department for Transport and Network Rail to continue exploring the opportunities to complete the second phase of the Ivanhoe Line from Coalville to Leicester and to also assess the feasibility of adding a station in Moira following the cancellation of the eastern leg of HS2.

Amendment to Motion B - Ivanhoe Line as detailed in the additional papers (Amendment)	
Councillor Ray Morris	Against
Councillor Kenny Horn	Against
Councillor Mike Ball	Against
Councillor Anthony Barker	For
Councillor Dave Bigby	For
Councillor Murrae Blair-Park	For
Councillor Richard Blunt	Against
Councillor Russell Boam	Against
Councillor Morgan Burke	Against
Councillor Rachel Canny	Against
Councillor Doug Cooper	For
Councillor David Everitt	For
Councillor Dr Terri Eynon	For
Councillor Marie French	Against
Councillor John Geary	For
Councillor Tony Gillard	Against
Councillor Russell Johnson	For
Councillor Simon Lambeth	For
Councillor Paul Lees	Against
Councillor John Legrys	For
Councillor Keith Merrie MBE	Against
Councillor Alison Morley	For
Councillor Peter Mout	For
Councillor June Page	For
Councillor Elizabeth Parle	For
Councillor Guy Rogers	For
Councillor Nicholas Rushton	Against
Councillor Ray Sutton	For
Councillor Tony Saffell	Against
Councillor Carol Sewell	For
Councillor Sean Sheahan	For
Councillor Jenny Simmons	Against
Councillor Nigel Smith	Against
Councillor Avril Wilson	For
Councillor Jake Windram	Against
Councillor Lee Windram	Against
Councillor Andrew Woodman	Against
Councillor Michael Wyatt	Against
Councillor Ray Morris	Against (Casting Vote)
Rejected	

50. PETITIONS

No petitions were received.

51. MINUTES

Consideration was given to the minutes of the meeting held on 5 September 2023.

It was moved by Councillor R Morris, seconded by Councillor K Horn and

RESOLVED THAT:

The minutes of the meeting held on 5 September 2023 be approved and signed by the Chairman as a correct record.

52. COUNCIL DELIVERY PLAN

Councillor K Merrie presented the report to Members and moved the recommendations. It was seconded by Councillor R Blunt.

A full discussion ensued on the level of detail within the plan, and some comments were also made on the lack of supporting documents which made it hard to see the full picture. The cross-party discussions on the proposed plan were acknowledged but concerns were raised that further work was required to make it the kind of Delivery Plan that the Council deserved. The Portfolio Holder confirmed that there was more work to be undertaken and further details would be shared in due course. The Leader of the Council stressed the importance of having a Delivery Plan in place and urged cross party support.

RESOLVED THAT:

The Council Delivery Plan 2023-28 be adopted.

53. REVIEW OF LICENSING ACT 2003 STATEMENT OF LICENSING POLICY

Cllr M B Wyatt presented the report to Members and moved the recommendation. It was seconded by Councillor N Smith.

Members welcomed the report and thanked officers for their hard work out in the District.

RESOLVED THAT:

The Licensing Act 2003 Statement of Licensing Policy be approved.

54. APPOINTMENT OF PARISH REPRESENTATIVES TO THE AUDIT AND GOVERNANCE COMMITTEE

Cllr N J Rushton presented the report to Members moved the recommendations. It was seconded by Cllr T Gillard.

RESOLVED THAT:

- 1) The appointments of Parish Representatives as detailed at paragraph 2.1 of the report be approved.
- 2) The next steps required to appoint to the remaining vacant Parish Representative seats be noted.

55. URGENT DECISIONS TAKEN BY CABINET

Cllr R Blunt presented the report to Members and moved the recommendations. It was seconded by Councillor M B Wyatt.

RESOLVED THAT:

The report be noted.

The meeting commenced at 6.30 pm

The Chairman closed the meeting at 7.40 pm

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COUNCIL – TUESDAY, 30 JANUARY 2024



Title of Report	ELECTORAL BOUNDARY REVIEW - COUNCIL SIZE SUBMISSION	
Presented by	Councillor Keith Merrie Infrastructure Portfolio Holder	
Background Papers	Local Government Boundary Commission (LGBCE) – Electorate Forecasts – A Guide for Practitioners LGBCE – Council Size – A guide for local authority elected members and staff	Public Report: Yes
Financial Implications	There are no financial implications arising from the proposed submission on Council size.	
	Signed off by the Section 151 Officer: Yes	
Legal Implications	The LGBCE has functions under the Local Democracy, Economic Development and Construction Act 2009. It may at any time conduct a review of the area of the Council, and recommend whether a change should be made to the electoral arrangements. The Council is required to co-operate with the Commission, and must provide any information that it may reasonably require in connection with its functions (Section 56). As part of the review, the Council and others may make submissions proposing electoral arrangements considered appropriate. Legal advice has been provided by the Legal Services Team throughout the process.	
	Signed off by the Monitoring Officer: Yes	
Staffing and Corporate Implications	There are no implications arising from the proposed submission on Council size.	
	Signed off by the Head of Paid Service: Yes	
Purpose of Report	To approve a submission to the Local Government Boundary Commission on the size of the Council as part of the full review of electoral boundaries within the District.	
Recommendations	THAT COUNCIL: 1. APPROVES THE COUNCIL SIZE SUBMISSION AT APPENDIX A TO THE LOCAL GOVERNMENT BOUNDARY COMMISSION FOR ENGLAND ON THE FUTURE SIZE OF THE COUNCIL	

	2. CONSIDERS WHETHER IT WISHES TO INDICATE A PREFERENCE ON THE ISSUE OF SINGLE MEMBER WARDS.
--	---

1.0 BACKGROUND

- 1.1 The Local Government Boundary Commission for England (LGBCE) is a parliamentary body established by statute to conduct boundary, electoral and structural reviews of local government areas in England. The Commission is independent of government and political parties. It is directly accountable to the Speaker's Committee of the House of Commons.
- 1.2 The LGBCE notified the Chief Executive of its intention to carry out a review of the Council's electoral arrangements, due to electoral inequality, in 2023. The Local Democracy, Economic Development and Construction Act 2009 (the Act) gives the LGBCE the power to undertake reviews for the following reasons:
- At the request of the local authority; or
 - If the local authority meets the Commission's intervention criteria:
 - (a) If one ward has an electorate of +/-30% from the average electorate for the authority.
 - (b) If 30% of all wards have an electorate of +/-10% from the average electorate for the authority.

And the imbalance is unlikely to be corrected by foreseeable changes to the electorate within a reasonable period.

- 1.3 A review has been triggered by the second reason as there is electoral inequality in a number of wards. Appendix 1 shows the electoral position provided to the LGBCE in Autumn 2022 based on the data from the Register of Electors on 1 December 2021.
- 1.4 An electoral review examines and proposes new electoral arrangements for the whole local authority. These are:
- The total number of councillors to be elected to the council: council size
 - The names, number and boundaries of wards
 - The number of councillors to be elected from each ward

The review is likely to have implications for the whole local authority not just areas with high levels of electoral inequality.

- 1.5 The review seeks to adjust electoral ward boundaries to correct the current inequality but will also consider forecasts of future elector numbers.
- 1.6 Phase 1 of the review concentrates solely on Council size and does not at this stage consider where ward boundaries will ultimately lie. Ward numbers and boundaries will be considered and consulted upon during phase 2 of the review.
- 1.7 The outcome of the review, including Council size is not predetermined. The Commission will only take decisions after giving careful consideration of the evidence. There is no national formula or template, each case is considered on its own merit. The Commission will however make its judgement on Council size by considering three broad areas:

- Governance arrangements of the council and how it takes decisions across the broad range of responsibilities.
- Scrutiny functions relating to its own decision making and the council's responsibilities to outside bodies.
- The representational role of councillors in the local community and how they engage with people, conduct casework and represent the council on partnership organisations.

2.0 PROCESS TO DATE

- 2.1 Since September officers from various teams around the Council have provided information to assist with compiling the evidence to complete the submission document. As part of the evidence gathering all members were sent a survey to complete to also help formulate the submission.
- 2.2 During that time the Electoral Review Working Party has met to consider what size the Council should be. The group has considered the projected population, the results of the survey and the draft submission. The notes of the working party meetings of November 2023, December 2023 and January 2024 are attached at appendix 2.
- 2.3 Officers have also been collating information for the LGBCE to assist with the second stage of the review. This consists of projected forecasting, digital maps of the wards and polling districts and details of key contacts to be consulted during the process. This information is to be submitted by 31 January 2024.

3.0 PROPOSED COUNCIL SIZE

- 3.1 The final submission based on the template provided by the Commission is attached at appendix 3.
- 3.2 The factors outlined in the Boundary Commission's guidance document were carefully considered in preparing the submission to the Commission in terms of the number of the Councillors and the resulting electoral ratio. The Council's submission is informed by reviewing Councillors meeting and decision-making commitments, case workloads, community engagement work, forecast population growth (appendix 4) and comparisons to other local authorities. The views of all Councillors were sought via a member survey.
- 3.3 The Council's submission, which was agreed by a three to two vote at the Electoral Review Working Party on 10 January 2024, recommends that North West Leicestershire should remain at 38 Councillors. This will equate to an electoral ratio of 2,358 electors for each Councillor by 2030, based on population forecasts and considering planned housing activity and electoral registrations.
- 3.4 The report concludes that 38 Councillors is the optimum number of Councillors required to ensure effective governance and scrutiny. The reasons for retaining this number are, that the current model of governance is well-established and has proven to work well. With the ongoing development of digital technology, residents are better able to access information and services directly via the Council website, but the Council recognises that there are residents who do not have access to the internet or choose not to use it and prefer to contact their ward member for support. There would be no additional budget pressures to fund.
- 3.5 Other council sizes were considered by the working party. It was felt that, whilst it could result in potential financial savings for the authority, reducing councillor numbers could not

be justified with the ongoing population growth, which is set to continue and therefore increasing the casework of the councillors. Consideration was also given to increasing the Council size by one to 39 but was not felt to be necessary as, through the all-member survey, it was noted that councillors' workloads were proportionate and would continue to be so through the review of the warding arrangements, which would ensure representational equality across the district. It was also felt that an increase in numbers would see additional budget requirements to fund the increase at a time when the Council was already facing ongoing financial pressures.

3.6 The LGBCE will consider the Council's submission and will subsequently publish their final decision on the future size of the Council. This is expected to be on 12 March 2024. Once the LGBCE decision on Council size has been published, the second part of the review will commence which will focus on the ward arrangements of the district. Officers will develop proposals and they will be discussed on a regular basis with the Electoral Review working party to develop them further and refine for agreement by Council.

4.0 SINGLE/MULTI MEMBER WARDS

4.1 The last Electoral Review that was carried out on North West Leicestershire, in March 2012, was at the request of the Council to move from multi to single member wards.

4.2 Unless a request is submitted to the LGBCE for the review of the warding arrangements to be undertaken on single member wards, then the review will be carried out working towards multi member wards. These will be either one, two or three member wards. The Council is, therefore, asked to consider whether it wishes to indicate a preference on the single member ward issue.

4.3 Should the Council indicate a preference to continue with single member wards, this decision will be communicated to the LGBCE when the submission is sent in. Should preference be to move back to multi member wards this does not need to be communicated to the LGBCE.

Policies and other considerations, as appropriate	
Council Priorities:	Planning and regeneration Clean, green and Zero Carbon Communities and housing A well-run council
Policy Considerations:	The Local Government Boundary Commission for England (LGBCE) is a parliamentary body established by statute to conduct boundary, electoral and structural reviews of local government areas in England.
Safeguarding:	None at this stage
Equalities/Diversity:	The Commission will work to achieve electoral equality and will consider representations made to it by other public authorities, community groups, residents associations, electors, political and other stakeholders during later stages.
Customer Impact:	The Commission will work to achieve electoral equality and will consider representations made to it by other public authorities, community groups, residents associations, electors, political and other stakeholders during later stages.

Economic and Social Impact:	None at this stage
Environment, Climate Change and Zero carbon:	None at this stage
Consultation/Community/Tenant Engagement:	Electoral Review Working Party The LGBCE will commence formal consultations once it has determined what the appropriate Council Size should be.
Risks:	Should the Council not make a submission to the LGBCE, then the Council would have little or no ability to shape the Commission's recommendation.
Officer Contact	Elizabeth Warhurst Head of Legal and Commercial Services elizabeth.warhurst@nwleicestershire.gov.uk

This page is intentionally left blank

District	2018	2019	2020	2021	2022
North West Leicestershire					
Appleby	-8.5%	-5.3%	-5.7%	-6.2%	-5.2%
Ashby Castle	18.6%	19.1%	19.0%	16.2%	13.7%
Ashby Holywell	-0.4%	0.6%	1.8%	2.1%	8.7%
Ashby Ivanhoe	4.9%	12.0%	15.9%	17.8%	20.5%
Ashby Money Hill	5.0%	3.7%	5.3%	4.5%	6.3%
Ashby Willesley	2.8%	0.1%	-0.2%	0.3%	-1.8%
Ashby Woulds	-4.0%	-0.5%	0.1%	1.3%	2.4%
Bardon	-0.5%	7.4%	9.1%	9.0%	6.6%
Blackfordby	9.0%	8.2%	9.1%	9.9%	13.2%
Broom Leys	2.0%	2.4%	0.6%	-0.8%	-2.4%
Castle Donington Castle	4.6%	3.1%	0.5%	0.7%	-1.3%
Castle Donington Central	-2.8%	-4.9%	-6.3%	-7.0%	-9.0%
Castle Donington Park	-29.8%	-29.0%	-28.7%	-23.8%	-18.7%
Castle Rock	-2.4%	-1.0%	-1.3%	-0.3%	1.1%
Coalville East	3.7%	1.8%	0.2%	-0.3%	-4.0%
Coalville West	-5.2%	-5.7%	-7.4%	-8.4%	-11.3%
Daleacre Hill	-13.8%	-13.7%	-11.6%	-12.5%	-13.8%
Ellistown and Battleflat	0.9%	-1.4%	-0.7%	-1.5%	-4.3%
Greenhill	6.8%	5.9%	3.6%	1.7%	-0.9%
Hermitage	-9.0%	-10.7%	-11.4%	-10.7%	-11.3%
Holly Hayes	0.3%	-1.9%	-4.3%	-6.0%	-7.7%
Hugglescote St. John's	-27.4%	-24.8%	-21.6%	-15.3%	-1.5%
Hugglescote St. Mary's	-0.3%	5.7%	9.3%	10.7%	9.6%
Ibstock East	-5.3%	-6.1%	-7.7%	-8.9%	-11.0%
Ibstock West	8.1%	7.0%	7.9%	9.0%	8.9%
Kegworth	-15.5%	-15.2%	-12.6%	-13.2%	-15.4%
Long Whatton and Diseworth	4.2%	2.8%	1.7%	-0.7%	1.2%
Measham North	2.1%	-2.6%	-3.4%	-2.9%	-2.1%
Measham South	0.2%	0.3%	0.1%	-1.9%	-3.0%
Oakthorpe and Donisthorpe	3.9%	2.1%	2.2%	3.1%	4.1%
Ravenstone and Packington	8.5%	11.3%	13.0%	15.6%	16.1%
Sence Valley	17.7%	14.3%	12.3%	12.8%	12.1%
Snibston North	-1.6%	-2.4%	-1.6%	-2.2%	-2.7%
Snibston South	-5.0%	-5.6%	-8.2%	-9.3%	-9.3%
Thornborough	3.9%	0.0%	-0.9%	-1.9%	-4.5%
Thringstone	-0.9%	0.9%	-0.7%	-2.0%	-3.4%
Valley	9.5%	8.2%	8.6%	8.4%	6.7%
Worthington and Breedon	16.0%	14.1%	13.8%	12.8%	13.3%

Further information on electorate variances for your authority can be found on our website; <https://www.lgbce.org.uk/resources/electoral-data>.

If you would like to find further information about the electoral review process, you might find our guidance helpful:

<https://www.lgbce.org.uk/how-reviews-work/technical-guidance>

As well as addressing the electoral imbalance that has arisen in your authority, this review will give you an opportunity to examine how many councillors you need to provide the governance and representation requirements.

Councils play a major part in promoting local democracy and provide pathways by which people can influence decision making. We see our task as establishing and maintaining the conditions for a fair and representative democracy at a local level.

Local Government Boundary Commission for England, 1st Floor, Windsor House, 50 Victoria Street, London, SW1H 0TL

Tel: 0330 500 1525; Fax: 0330 500 1526; reviews@lgbce.org.uk; www.lgbce.org.uk

This page is intentionally left blank

MINUTES of a meeting of the ELECTORAL REVIEW WORKING PARTY held in the Abbey Room, Stenson House, London Road, Coalville on WEDNESDAY, 1 NOVEMBER 2023

Present: Councillor M B Wyatt

Councillors K Merrie MBE, S Sheahan, A C Woodman and J Legrys (Substitute for Councillor C A Sewell)

Officers: Mrs C Hammond, Ms K Hiller, Miss E Warhurst and Mr T Devonshire

8 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Sewell. Councillor Legrys was in attendance as substitute.

9 DECLARATION OF INTERESTS

There were no interests declared.

10 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 26 September 2023 were considered.

The minutes were affirmed.

11 ELECTORAL REVIEW OF NORTH WEST LEICESTERSHIRE - COUNCIL SIZE SUBMISSION

Clare presented the report and the results of the questionnaire.

Councillor Wyatt felt the results of the questionnaire could justify cutting the amount of Members down to 36.

Councillor Sheahan discussed the variation in other local authorities. The closest comparison cases, in terms of population size, had 39 Members so perhaps that was an appropriate number of Councillors.

Elizabeth clarified for Councillor Sheahan that the group must examine the specifications of what was suitable to NWLDC, comparisons with other local authorities were just for context. The purpose of this meeting, she added, included narrowing down from the Council size options of 36,38, 40 what we want examining further.

Councillor Woodman felt the evidence suggested that the size of Council and the committee structure was broadly correct. Councillor Merrie concurred with Councillor Woodman and added that Committees rather than constituent case work was more determinate of workload.

Clare noted that, when considering the survey data, the judgment of what was a proportionate workload was inevitably somewhat subjective and explained precisely what would guide the organisation's submission and what might be included within it.

Councillor Legrys said that his personal preference was for an odd number of Members distributed into multi-Member wards.

Elizabeth explained that whether the district used multi-Member or single-Member wards was something that the Boundary Commission had no preference on.

Councillor Wyatt emphasised that his preference was for single Member wards.

Members and Officers affirmed that increasing the size of the Council to 40 Members could be ruled out and that they were happy with the wording on for the Community Leadership section of the submission.

Clare intended to use data on committees from 2022 to negate impact of 2023 election on the data. Elizabeth added that this could be explained in the submission.

Clare discussed the consultant and Councillor Legrys asked that he be invited to attend the next meeting.

It was agreed that the Consultant be invited to the next meeting and that the completed draft submission be provided for comment.

12 DATE OF THE NEXT MEETING

It was agreed that the next meeting would be on Thursday, 14 December at 3:30pm.

It was agreed that the final meeting before the January submission date would be Wednesday, 10 January at 3:30pm.

The meeting commenced at 3.30 pm

The Chairman closed the meeting at 4.08 pm

MINUTES of a meeting of the ELECTORAL REVIEW WORKING PARTY held in the Abbey Room, Stenson House, Coalville on THURSDAY, 14 DECEMBER 2023

Present: Councillor M B Wyatt (In the Chair)

Councillors S Sheahan, A C Woodman, J Legrys (Substitute for Councillor C A Sewell) and R L Morris (Substitute for Councillor K Merrie MBE)

In Attendance: Councillors P Moulton

Officers: Mr R Beesley, Mrs C Hammond, Mr T Devonshire and Ms K Hiller

13 APOLOGIES FOR ABSENCE

Apologies were received from Councillor C Sewell and Councillor K Merrie.

14 DECLARATION OF INTERESTS

There were no interests declared.

15 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 1 November 2023 were considered.

By affirmation of the meeting, it was

RESOLVED THAT:

The minutes of the meeting on 1 November 2023 be approved as an accurate record of proceedings.

16 ELECTORAL REVIEW OF NORTH WEST LEICESTERSHIRE - COUNCIL SIZE SUBMISSION

Clare presented the report.

Councillor Sheahan sought confirmation that the submission could be amended by plus or minus one at the end of the process. In response, Richard Beesley, Association of Electoral Administrators Consultant, confirmed that during the warding arrangement stage council size numbers may increase or decrease by one or two members compared to the agreed Council Size, if the change meets local needs and arrangements better. He noted however, that the LGBCE would prefer not to amend the agreed number if it could be helped.

Councillor Wyatt asked what the financial difference between 38 and 39 Members would be for the organisation and in response Clare stated it would be the cost of one basic allowance.

Councillor Morris suggested that the cost of an extra Member would be a fair bit higher than that, and he set out the extra costs to be considered, such as the cost of an extra election and extra IT equipment. He queried whether this would provide good value for money.

Clare advised that the most substantive cost to consider would be the extra Member allowance, as dependent on the warding arrangements, there may not be a requirement for additional polling stations or staffing of them. The increase in election costs would

come from the increased number of electors, therefore the figure would not be substantively higher.

Councillor Morris remained unconvinced that an increase in the size of the Council would provide good value for money.

Councillor Sheahan felt that it would provide good value for money as Members worked hard and worked many hours. Furthermore, multi-Member wards could also be utilised to save money.

Councillor Woodman felt that the public would not appreciate an increase in the cost of local politics or an increase in the size of the Council; nevertheless, he concurred with Councillor Sheahan that Members did work hard and did provide good value for money.

Councillor Wyatt argued that the balance of evidence suggested the submission should opt for either maintaining or reducing the size of the Council. Plus, each ward was unique, and each Councillor had different workloads, which also varied across time.

Councillor Sheahan stressed that the submission should not begin from abstract beliefs, but concrete evidence of the needs of the district. Councillor Sheahan suggested that in his view the evidence suggested that the submission should opt for 39 Members. The evidence he gave for this was population growth; the expanding number of Committees and the broadening of their functions, plus the increasing challenge of providing substitutes; and the increasing workload demands on Councillors due to issues such as increasing homelessness.

Councillor Legrys also felt, strongly, that the submission should opt for 39 Members.

Councillor Morris felt, quite strongly, that efforts should be made to reduce the number of Councillors.

Councillor Woodman felt that the increase in population size requiring an expansion of the Council argument, was not an argument which was applied to the Westminster Parliament. In his view, a couple of hundred extra constituents would not result in a qualitative change in his workload.

Councillor Legrys said that Councillor Woodman failed to consider the devolved parliaments in Scotland, Wales and the north of Ireland, as well as other ways, such as Mayoral authorities, that power was diffused nationally.

A motion to recommend to Council a submission that proposed a council size figure of 39 was moved by Councillor Legrys, seconded by Councillor Sheahan.

The motion was LOST.

A motion to recommend to Council a submission that proposed council size figure of 38 was moved by Councillor Wyatt, seconded by Councillor Morris.

Following a three to two vote it was

RESOLVED THAT:

The Working Party recommend to Council that the Electoral Review submission recommend a Council size of 38 Members.

It was noted for the minutes that the submission which was going forwards was not unanimously agreed upon by the Working Party.

Officers advised that multi-Member wards would have no impact on the size of the Council and that Council would be asked at the meeting on 30 January whether it wished to express a preference on the issue of single/multi member wards

Clare clarified for Members that the submission would be finalised to include a summary that proposed that the Council retained 38 Members and that would be brought back to the next meeting of the Working Party to see prior to Council. It was noted that it was imperative that the submission was agreed by Council at its meeting due to the deadline for the submission being the end of January.

Councillor Legrys suggested that it therefore made sense to prepare two submissions for full Council on 30 January. Clare advised that she would draft a separate summary for 39 that would be brought for noting to the next meeting, but the submission to Council would be for 38.

Richard clarified that if the submission was not approved then the Council will not have formally made one, and this would be highly problematic. Richard set out for Members the next stages of the process.

The meeting commenced at 3.30 pm

The Chairman closed the meeting at 4.04 pm

This page is intentionally left blank

MINUTES of a meeting of the ELECTORAL REVIEW WORKING PARTY held in the Abbey Room, Stenson House, Coalville on WEDNESDAY, 10 JANUARY 2024

Present: Councillor M B Wyatt (In the chair)

Councillors K Merrie MBE, S Sheahan, A C Woodman and J Legrys (Substitute for Councillor C A Sewell)

Officers: Mr R Beesley, Mrs C Hammond, Miss E Warhurst, Mr T Devonshire and Ms K Hiller

17 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Sewell, for whom Councillor Legrys would be substituting.

18 DECLARATION OF INTERESTS

There were no interests declared.

19 MINUTES OF THE PREVIOUS MEETING

It was moved by Councillor J Legrys, seconded by Councillor M Wyatt and

RESOLVED THAT:

The minutes were approved as an accurate record of proceedings.

20 ELECTORAL REVIEW OF NORTH WEST LEICESTERSHIRE - COUNCIL SIZE SUBMISSION

Clare presented the report.

Councillor Legrys asked about information that he had requested outside of the meeting from Clare. Clare advised that she had asked Finance to provide the response and they had agreed to circulate it by the end of next week. Officers were happy to provide Councillor Legrys with as much as they could now, but the full information would be available by the end of next week. Elizabeth added that the information would be caveated by future pay awards and other such developments.

The motion to approve the submission proposing a Council size figure of 38, as set out in the reports and recommendations was moved by Councillor K Merrie and seconded by Councillor A Woodman.

Following a three to two vote, it was

RESOLVED THAT:

1. The final draft Council submission attached at Appendix A be agreed, and;
2. That it be recommended by Council that it be approved and submitted to the Local Government Boundary Commission for England at its meeting on 30 January 2024.

The meeting commenced at 3.30 pm

The Chairman closed the meeting at 3.34 pm

North West Leicestershire District Council

Council Size Submission

On behalf of North West Leicestershire District Council

Contents

How to Make a Submission	2
About You	2
Reason for Review (Request Reviews Only)	2
Local Authority Profile	4
Council Size	8
Other Issues	19

How to Make a Submission

It is recommended that submissions on future governance arrangements and council size follow the guidance provided and use the format below as a template. Submissions should be treated as an opportunity to focus on the future needs of the council and not simply describe the current arrangements. **Submissions should also demonstrate that alternative council sizes have been considered in drawing up the proposal and why you have discounted them.**

The template allows respondents to enter comments directly under each heading. It is not recommended that responses be unduly long; as a guide, it is anticipated that a 15 to 20-page document using this template should suffice. Individual section length may vary depending on the issues to be explained. Where internal documents are referred to URLs should be provided, rather than the document itself. It is also recommended that a table is included that highlights the key paragraphs for the Commission's attention.

'Good' submissions, i.e. those that are considered to be most robust and persuasive, combine the following *key success components* (as set out in the guidance that accompanies this template):

- Clarity on objectives
- A straightforward and evidence-led style
- An understanding of local place and communities
- An understanding of councillors' roles and responsibilities

About You

The respondent should use this space to provide the Commission with a little detail about who is making the submission, whether it is the full Council, Officers on behalf of the Council, a political party or group, a resident group, or an individual.

[This submission is made by Full Council and Officers of North West Leicestershire District Council.](#)

Reason for Review (Request Reviews Only)

Please explain the authority's reasons for requesting this electoral review; it is useful for the Commission to have context. *NB/ If the Commission has identified the authority for review under one of its published criteria, then you are not required to answer this question.*

[At the request of the commission, due to electoral representation inequality in a number of wards.](#)

The Context for your proposal

Your submission gives you the opportunity to examine how you wish to organise and run the council for the next 15 - 20 years. **The consideration of future governance**

arrangements and council size should be set in the wider local and national policy context. The Commission expects you to challenge your current arrangements and determine the most appropriate arrangements going forward. In providing context for your submission below, please demonstrate that you have considered the following issues.

- When did your Council last change/reorganise its internal governance arrangements and what impact on effectiveness did that activity have?
- To what extent has transference of strategic and/or service functions impacted on the effectiveness of service delivery and the ability of the Council to focus on its remaining functions?
- Have any governance or capacity issues been raised by any Inspectorate or similar?
- What influence will local and national policy trends likely have on the Council as an institution?
- What impact on the Council's effectiveness will your council size proposal have?

In March 2011 the council requested that the Local Government Boundary Commission for England (LGBCE) undertook a review of its wards and in doing so asked that the LGBCE give consideration to the creation of single member wards. The LGBCE commenced that review in December 2012 and its recommendations and full report were published on 25 February 2014. The North West Leicestershire (Electoral Changes) Order 2014 was made on 5 November 2014 and the new arrangements came into effect at the May 2015 elections.

At the time of the last review, the council had 38 councillors representing 20 wards. The recommendations of the LGBCE supported that the council size should remain the same, however, in line with the submissions it received, it recommended that the number of wards be increased to 38 with a pattern of single-member wards. Consequently, there are currently 38 councillors who represent 38 wards in the district with elections held every four years. The Cabinet Executive is made up of seven members from the Alliance administration, and the Leader of the council appoints the Deputy Leader plus five members to sit on this Committee.

The council's [Constitution](#) is subject to a continuous review process and a delegation by exception scheme forms an integral part of the arrangements. The Constitution underwent a major revision and the new version, which was actively reviewed by Members, was approved by Council on 23 February 2023. Amendments to the Constitution are brought before Council as part of the continuous review process.

Since the last boundary review the council has undertaken both a [Planning Peer Review](#) (February 2018) and a [Corporate Peer Review](#) (June 2019). Both reviews were carried out by the LGA. The Corporate Peer Review stated that "there was a positive feel to North West Leicestershire District Council (NWLDC). Staff were enthusiastic and optimistic about the future, and councillors were keen to look forward and do their best for their communities. The council had large scale developments within its borders, for example East Midlands Gateway and partnership working was strong".

A new Chief Executive was appointed in August 2022 and the last district elections were held in May 2023 and as a result the council has an Alliance administration made up of Conservative, Liberal Democrat and two independent councillors. Regular Corporate Leadership Team meetings and Cabinet meetings take place to agree the strategic direction and long-term planning of the council.

Local Authority Profile

Please provide a short description of the authority and its setting, in particular the local geography, demographics and community characteristics. This should set the scene for the Commission and give it a greater understanding of any current issues. The description should cover all of the following:

- Brief outline of area - are there any notable geographic constraints for example that may affect the review?
- Rural or urban - what are the characteristics of the authority?
- Demographic pressures - such as distinctive age profiles, migrant or transient populations, is there any large growth anticipated?
- Community characteristics – is there presence of “hidden” or otherwise complex deprivation?
- Are there any other constraints, challenges, issues or changes ahead?

Further to providing a description, the Commission will be looking for a submission that demonstrates an understanding of place and communities by putting forth arguments on council size based upon local evidence and insight. For example, how does local geography, demographics and community characteristics impact on councillor casework, workload and community engagement?

North West Leicestershire District is situated at the centre of England, to the north west of the County of Leicestershire and covers an area of 279km. The population is 104,705¹ living within approximately 44,971 households. North West Leicestershire is one of seven Leicestershire district authorities, and is bordered by Charnwood, Erewash, Hinckley and Bosworth, Lichfield, North Warwickshire, Rushcliffe and South Derbyshire. The district of North West Leicestershire is a mixture of urban and rural settlements with 58%² of the population living in areas classed as ‘largely rural’, with a diverse set of needs. The district contains 56 settlements with Coalville, Ashby de la Zouch, Castle Donington, Measham, Kegworth and Ibstock are the most significant settlements in terms of population.

Major transport links run through it such as the M1, A42(M), A50 joining to thoroughfares to the neighbouring conurbations of Leicester, Derby, Nottingham and Birmingham. Travel-to-work patterns indicate a strong functional relationship between neighbouring districts, the cities of Leicester, Derby, Nottingham and Birmingham and many settlements in the district. The district has no railway station so there is a high dependence on motor vehicles. The nearest railway stations are at East Midlands Parkway, Loughborough, Burton upon Trent and Tamworth. The district is home to East Midlands Airport and within easy travelling distance of Birmingham International Airport.

The district makes a desirable place to live being at the centre of the National Forest, with plenty of green spaces and leisure activities to hand, such as walking and cycling. The district has a strong sense of heritage and attracts many tourists to enjoy the attractions such as Conkers, Ashby Castle, Moira Furnace, the Ashby Canal and Snibston Colliery Park. Donington Park – home to the Download Festival, which attracts over 130,000 visitors and a major motor sports venue is in the north of the district. There are important routes to employment in conurbations such as Leicester, Derby, Nottingham and Birmingham but

¹ .ONS 2021 Census

² Source: 2011 Local Authority Rural Urban Classification, DEFRA, 2014

additionally there are a wealth of major employers with their headquarters within the district such as Barratt Developments plc, Ibstock Brick, Bloors and Ceva Logistics to name but a few. North West Leicestershire District is ranked as the 216th least deprived district in England³. The district has seen not only some of the highest population growth in the country in recent years but also a large increase in the number of employees in employment.

Council Delivery Plan 2023-2028

Our vision is that we support a clean, green and prosperous place where people want to live, work and visit.

Our plan period is for 2023-2028 and our four priorities are:

- Planning and regeneration - This priority is about economic growth and physical development of the district.
- Clean, green and Zero Carbon - This priority is about looking after the environment we live in.
- Communities and housing - This priority is about looking after our tenants and keeping our communities safe.
- A well-run council - This priority is about making sure our services are provided in a positive and friendly way, that we provide good value for money and that our finances are in good order.

The plan links the council's priorities directly to departmental business plans and the work of each service through their service plans. Performance is monitored throughout the year against the objectives.

Key Statistics:

- The current population of the district is 104,705.
- The population is forecast to be 118,400 by 2028⁴, which is a 15.9% increase from 2018. This is within the third highest percentage group of all UK Local Authorities.
- The registered electorate as at December 2020 is 77,412 which means that approximately 3.2% of the adult population are not registered to vote. The council has a high level of uptake on the Electoral Register with approximately 96.8% of the adult population currently registered to vote.
- The age profile as at 2019 shows that those aged 17 and under made up 20% of the population, 18-64 years were 62% and those aged 65 and over make up 18%. Like nationally, the district will see rising numbers of the population being over 65 and particularly, those aged over 80s can see issues with accessing services, especially those living in rural areas with little or no public transport.
- Between 2011 and 2021 there has been an increase of 30.0% in people aged 65 years and over, an increase of 9.1% in people aged 15 to 64 years and an increase of 5.2% in children aged under 15 years.
- 4.1% of residents identify as from a Minority Ethnic Group⁵ in the district.
- North West Leicestershire secured 109.0 (2020) in the index of health – above the average England 100.0

³ IMD 2019

⁴ ONS Population forecast (2018) NOMIS

⁵ 2021 Census

- There are 2 Lower Super Output Areas (LSOA) that are within the 10% most deprived LSOAs nationally and 4 LSOAs that are within the least deprived LSOAs nationally.
- On the whole, employment is high with 82% of the working age population being economically active.⁶
- 57% of those aged 16+ are employed within management and professional occupations.⁶
- North West Leicestershire experiences the second highest earnings in Leicestershire. The gross annual earnings for NWL residents in 2022 was £28,733, the average for Leicestershire is £28,031 and England is £28,000. However, earnings were higher for male employees than female employees (as is the case in the County and nationally due to more females working part-time).⁷
- Generally, unemployment is lower than average, being currently 2.1% in the district versus 3.3% for the East Midlands and 3.7% for Great Britain. (October 2023)⁸
- Unemployment in the 18 to 24 year age group is higher at 3.6% when compared to the general population but is below both the East Midlands as a whole at 4.6% and Great Britain at 5.0%.⁸
- The district receives 8.16% of the council tax collected. This is £5.6m out of a total of £69.2m. A band D property was £1,960.24, which is the total for the district, county, police and fire.
- The council manages a housing stock of 4,095 homes.
- Since Covid, the council has seen a rise in enquires relating to homelessness as shown in the table below.

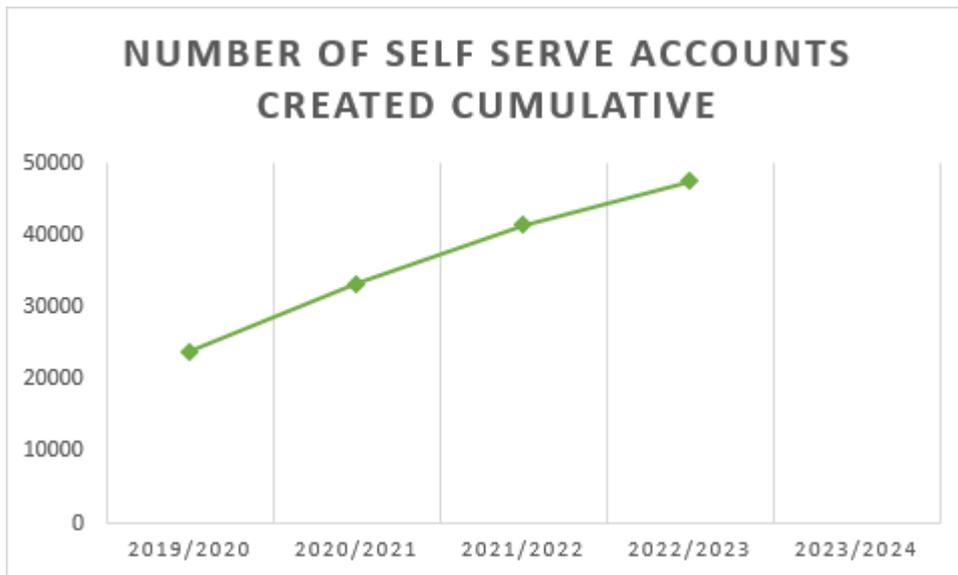
Year	Total Cases	Change
2019	370	N/A
2020	346	6.5%
2021	368	6.4%
2022	410	11.4%

- The use of the council's website to access information and services, including the submission of online forms, continues to grow. There are a total of 50,572 people signed up to 'My Account'. Many services, such as finding out the day of local bin collections, moving in notifications for council tax and Licensing applications are now available online, with 154 customer-facing forms available.

⁶ Source: Nomis ONS Annual Population Survey 2022-23

⁷ Source: Nomis Annual Survey of Earnings and Incomes 2022

⁸ Source: ONS Claimant Count October 2023



Forecast Growth:

- The district’s growth is planned to ensure that housing is directed to the most sustainable locations[1]. The total number of households at the time of the 2021 Census was **44,974**.
- Between 1 April 2021 and 31 March 2023, a total of **1,692** new homes were built in North West Leicestershire. As at 1 April 2023, we project a further **5,375** new homes will be built at committed sites[2] by the end of the current Local Plan period (i.e. between 2023 to 2031). A further **1,388** dwellings are forecasted to be built at committed sites between 2031 and 2040.
- Of the **6,763** dwellings projected to be built up to 2040:
 - **2,826** dwellings are at South East Coalville, a sustainable urban extension comprising a total of 3,496 dwellings (net).
 - A further **1,888** dwellings are forecast at Money Hill in Ashby de la Zouch.
 - A total of **677** dwellings are at sites previously stalled by HS2 (426 in Measham and 251 in Kegworth).
- We are in the process of preparing a new Local Plan, which will cover the 2020 to 2040 period. The Local Plan is based upon a housing need of **686 dwellings per annum (13,720** over the total plan period).
- Taking into account completions since 2020 plus our committed housing growth, the council needs to plan for a further **5,693** dwellings by 2040. Officers have identified their preferred sites and anticipate these will go out to consultation in January 2024 (subject to members agreement at Local Plan Committee on 17 January). This includes a projected 1,900 dwellings by 2040 at a new settlement (Isley Woodhouse), which is a site that is anticipated to deliver 4,500 dwellings in total.

Key Future Challenges and Priorities:

These are set out in the [Council Delivery Plan 2023-2028](#) and include:

- To adopt a new Local Plan.

- To deliver the Coalville Regeneration Framework.
- To develop a regeneration framework and be on the way to supporting thriving towns, villages and communities across the district
- To balance budget every year and reduce forecasted funding gap to zero.
- To deliver the zero-carbon programme, reduce energy use, reduce impact on the environment, and reduce carbon emissions from all council operations by 2030.
- To provide a high-quality housing service to council tenants and ensure private rental tenants across the district are able to live safely in their homes.

Council Size

The Commission believes that councillors have three broad aspects to their role. These are categorised as: **Strategic Leadership, Accountability (Scrutiny, Regulatory and Partnerships), and Community Leadership**. Submissions should address each of these in turn and provide supporting evidence. Prompts in the boxes below should help shape responses.

Strategic Leadership

Respondents should provide the Commission with details as to how elected members will provide strategic leadership for the authority. Responses should also indicate how many members will be required for this role and why this is justified. **Responses should demonstrate that alternative council sizes have been explored.**

Topic		
Governance Model	<i>Key lines of explanation</i>	<ul style="list-style-type: none"> ➤ <i>What governance model will your authority operate? e.g. Committee System, Executive or other?</i> ➤ <i>The Cabinet model, for example, usually requires 6 to 10 members. How many members will you require?</i> ➤ <i>If the authority runs a Committee system, we want to understand why the number and size of the committees you propose represents the most appropriate for the authority.</i> ➤ <i>By what process does the council aim to formulate strategic and operational policies? How will members in executive, executive support and/or scrutiny positions be involved? What particular demands will this make of them?</i> ➤ <i>Whichever governance model you currently operate, a simple assertion that you want to keep the current structure does not in itself, provide an explanation of why that structure best meets the needs of the council and your communities.</i>
	Analysis	<p>The council has adopted a Leader and Cabinet structure.</p> <p>The Cabinet comprises the Leader of the council together with at least two, but no more than nine other councillors, one of whom will be the Deputy Leader, all appointed by the Leader. Therefore, the council would</p>

		<p>need between three and ten councillors on the Cabinet including the Leader.</p> <p>Cabinet members have specific responsibilities for particular services, however, the Cabinet takes collective decisions within the budget and policies agreed by the Full Council. There is no provision for individual Portfolio Holder decisions.</p> <p>The composition and functions of the Council, Cabinet and non-executive committees are set out in the council's Constitution which provides a comprehensive framework for the management of the council's business. In addition, the constitution sets out how joint arrangements will operate and where functions have been delegated to other authorities. The constitution contains a Scheme of Delegation to delegate functions to officers, including specific delegations to 'designated officers'.</p> <p>Scrutiny Committees hold the Cabinet Executive to account. Policies setting out how services will be delivered to customers are decided by councillors. Both Scrutiny and the Portfolio Holders are actively involved in policy development and approval will be made by Council or in certain cases delegated to Cabinet Executive.</p>
Portfolios	<i>Key lines of explanation</i>	<ul style="list-style-type: none"> ➤ <i>How many portfolios will there be?</i> ➤ <i>What will the role of a portfolio holder be?</i> ➤ <i>Will this be a full-time position?</i> ➤ <i>Will decisions be delegated to portfolio holders? Or will the executive/mayor take decisions?</i>
	Analysis	<p>There are currently seven Portfolios which broadly reflect the service groups within the council. Each Member has an area of special responsibility covering numerous service areas:</p> <ol style="list-style-type: none"> 1. Leader 2. Community and Climate Change 3. Housing and Property 4. Planning 5. Corporate 6. Business and Regeneration 7. Infrastructure <p>The Roles and Responsibilities of councillors are set out in the Constitution This includes the role of the Leader, Deputy Leader and Portfolio Holders and what is required of them.</p>

		<p>Portfolio Holder roles are intensive with a broad range of responsibilities, some are also appointed to other appropriate committees including the Appointments Committee. Portfolio Holders can also be appointed to Community Bodies and represent the council on external partnerships. Cabinet Members cannot be Members of the Scrutiny Committees and the Audit and Governance Committee, however they are required to attend meetings. They are supported by the Corporate Leadership Team. The role is not a full-time position and Portfolio Holders currently combine their role with employment and other commitments.</p> <p>There are no delegated powers to individual Portfolio Holders but Cabinet may delegate authority to officers in consultation with the relevant Portfolio Holder.</p>
<p>Delegated Responsibilities</p>	<p><i>Key lines of explanation</i></p>	<ul style="list-style-type: none"> ➤ <i>What responsibilities will be delegated to officers or committees?</i> ➤ <i>How many councillors will be involved in taking major decisions?</i>
	<p>Analysis</p>	<p>Part 2 of the council’s Constitution details the responsibility for functions for Council, Cabinet and officers. This also includes the roles and responsibilities of the Cabinet members, Scrutiny Committees, other regulatory committees and the Corporate Leadership Team.</p> <p>Day-to-day decision-making is carried out by the appropriate officers in accordance with the officer Scheme of Delegation at section G of Part 2.</p> <p>Section C of Part 2 sets out the functions carried out by Full Council. All 38 councillors are members of Full Council and take part in the decision-making at the meetings.</p> <p>Section E of Part 2 sets out the Scheme of Delegation and terms of reference for Cabinet. Cabinet consists of seven members.</p> <p>The Constitution is reviewed annually and any changes are reported to and agreed by Council. A full review of the Constitution was carried out in 2022 and was adopted by Council in February 2023.</p>

Accountability

Give the Commission details as to how the authority and its decision makers and partners will be held to account. The Commission is interested in both the internal and external

dimensions of this role. **Responses should demonstrate that alternative council sizes have been explored.**

Topic	
Internal Scrutiny	The scrutiny function of authorities has changed considerably. Some use theme or task-and-finish groups, for example, and others have a committee system. Scrutiny arrangements may also be affected by the officer support available.
<i>Key lines of explanation</i>	<ul style="list-style-type: none"> ➤ <i>How will decision makers be held to account?</i> ➤ <i>How many committees will be required? And what will their functions be?</i> ➤ <i>How many task and finish groups will there be? And what will their functions be? What time commitment will be involved for members? And how often will meetings take place?</i> ➤ <i>How many members will be required to fulfil these positions?</i> ➤ <i>Explain why you have increased, decreased, or not changed the number of scrutiny committees in the authority.</i> ➤ <i>Explain the reasoning behind the number of members per committee in terms of adding value.</i>
Analysis	<p>Since the last boundary review the council reviewed its scrutiny function in February 2019. It was agreed that the existing Policy Development Group was becoming increasingly engaged and proactive, resulting in very long agendas being produced for meetings, which required a significant management in terms of content and time and therefore not allowing proper scrutiny of the items before the members.</p> <p>The Policy Development Group was decommissioned and two scrutiny committees, Community Scrutiny and Corporate Scrutiny, were established with equal standing and functions but each with focus on certain policy areas. Each committee is supported by a director.</p> <p>The Corporate Peer Review in June 2019 identified that the council needed to continue to improve the scrutiny function. It noted that it needed to be more robust and be seen to be more robust. Exploring good practice regarding scrutiny, such as training and make better use of working groups, establishing a forward-looking work programme and involve scrutiny early in the decision-making progress.</p> <p>The Scrutiny Committees support and challenge the work of the Cabinet and the council as a whole. They may be supported by sub-committees or task and finish groups.</p>

	<p>Each committee is made up of 10 members and cannot be the same members as the Audit and Governance Committee. Cabinet Members cannot sit on the Scrutiny Committees or any of their sub-committees.</p> <p>The Committees may hold inquiries into matters of local concern in which the public may take part and may invite external bodies to provide evidence or appear before it. This sometimes leads to reports and recommendations, which advise the Cabinet, the council as a whole, and, in some cases, outside agencies, on policies, budgets, and service delivery. An annual report is provided to Council on the work of the Scrutiny Committees.</p> <p>A scrutiny work programming group has been established, which includes the Chairs of the two Scrutiny Committees, directors and other political party members. It considers requests for inclusion on the work programmes of each committee, reviews any follow up work required after previous scrutiny and considers the delivery plan and the Executive Decision Notice to identify any key issues/topics for investigation or inquiry. All items are considered alongside a set of criteria and principles.</p> <p>The Scrutiny Committees also monitor the decisions of the Cabinet and of Key Decisions that have been taken but not yet implemented. Non-Cabinet councillors can ‘Call-in’ these decisions to enable the relevant Scrutiny Committee to consider whether the decision is appropriate. The relevant Scrutiny Committee may recommend that the decision is reconsidered by Cabinet.</p> <p>The Corporate Scrutiny Committee supports and informs Cabinet’s monitoring of the budget and Treasury Management functions throughout the year. The Corporate Scrutiny Committee will exercise the council’s budget scrutiny function and will hold the Cabinet and others to account in scrutinising the preparation and development of the council’s Budget.</p> <p>The Community Scrutiny Committee and the Corporate Scrutiny Committee may also be consulted by the Cabinet or the Council on forthcoming decisions and the development of policy.</p> <p>Since 2020, four task and finish groups have been held.</p>
<p>Statutory Function</p>	<p>This includes planning, licencing, and any other regulatory responsibilities. Consider under each of the headings the extent to which decisions will be delegated to officers. How</p>

		many members will be required to fulfil the statutory requirements of the council?
Planning	<i>Key lines of explanation</i>	<ul style="list-style-type: none"> ➤ <i>What proportion of planning applications will be determined by members?</i> ➤ <i>Has this changed in the last few years? And are further changes anticipated?</i> ➤ <i>Will there be area planning committees? Or a single council-wide committee?</i> ➤ <i>Will executive members serve on the planning committees?</i> ➤ <i>What will be the time commitment to the planning committee for members?</i>
	Analysis	<p>Currently 2% of planning applications are considered by Planning Committee and 98% are delegated to officers. Section D4 of Part 2 of the Constitution sets out the matters reserved for Planning Committee. The Chairman of the Committee, in consultation with the Strategic Director, has the authority to approve or sanction call-in requests from ward members.</p> <p>The authority undertook a LGA Planning Peer Review in 2018 and the following changes were made to the Committee:</p> <ul style="list-style-type: none"> • Reduction in membership size from 17 to 11; • Seating in alphabetical order rather than in political parties; • Committee briefings to be held the week before the committee rather than on the committee day itself; • More comprehensive training for the committee members and appointed substitutes. <p>The council has a single District wide Planning Committee and comprises of 11 members. The Portfolio Holder is not eligible for membership of the Committee and other executive members will not normally be members of the Committee, however, they can be appointed as substitutes, if required.</p> <p>The Chairman of the Committee has agenda briefings prior to committees to consider items that are coming forward and to consider any call-in requests.</p> <p>The Committee meets every month, which requires time from the members to read the agenda and reports, along with any background papers or information that can be found on the planning portal, via the website. Additional meetings may be called to determine bigger applications. Members of the Committee are invited to attend remote technical briefings, which are held a few days prior to the committee meeting. The session allows members to ask any technical questions of, or request further information from, officers to assist the</p>

		<p>committee with the decision making at the committee meeting. There are no planned site visits, unless requested, but some members of the committee do take the opportunity to view the site (from the public footpath) themselves.</p> <p>Members are required to attend a mandatory training session following their appointment at Annual Council.</p>
Licensing	Key lines of explanation	<ul style="list-style-type: none"> ➤ How many licencing panels will the council have in the average year? ➤ And what will be the time commitment for members? ➤ Will there be standing licencing panels, or will they be ad-hoc? ➤ Will there be core members and regular attendees, or will different members serve on them?
	Analysis	<p>The Licensing Committee consists of 15 members and meetings are scheduled four times a year. Licensing Committee is also able to convene sub-committees for the following:</p> <p>Licensing sub-committees – To hear and determine licensing applications, reviews of premises licenses and consider opposed temporary event notices when such matters arise.</p> <p>Taxi and Private Hire sub-committees - To hear and determine applications for taxi and private hire drivers' licences and reviews of licences when such matters arise.</p> <p>When convened, the sub-committees are made up of three members plus a reserve member selected from the appointed membership of the Licensing committee. In the civic year 2022/23 there were no Taxi and Private Hire sub-committees and five Licensing sub-committees convened.</p> <p>Members of the Licensing Committee are required to attend training before sitting on the Committee and any sub-committees. The training is refreshed annually following reappointments at Annual Council meetings each year in May. Prior to committee and sub-committee meetings, members will have significant information to read and consider.</p>
Other Regulatory Bodies	Key lines of explanation	<ul style="list-style-type: none"> ➤ What will they be, and how many members will they require? ➤ Explain the number and membership of your Regulatory Committees with respect to greater delegation to officers.
	Analysis	<p>Audit & Governance Committee</p> <p>Audit and Governance Committee is made up of 10 members in political balance and these cannot be members of Cabinet or Scrutiny Committees. The council agreed during the last review of the Constitution to co-opt two independent persons</p>

		<p>to the Committee to advise on finance matters or to sit on a sub-committee of the Audit and Governance Committee in relation to standards matters and The council is in the process of recruiting to these roles. Such independent persons are not entitled to vote at meetings. The scope of the committee is to provide independent assurance to those charged with governance of the adequacy of the risk management framework and the internal control environment, provide an independent review of the council's governance, risk management and control frameworks and oversee the financial reporting and annual governance process and oversee internal audit and external audit arrangements, helping to ensure efficient and effective assurance mechanisms are in place.</p> <p>The Committee has five meetings a year and all members are required to attend mandatory training following their appointment by Annual Council. Further training sessions are held throughout the year for members of the Committee to attend.</p> <p>Sub-committees of the Audit and Governance Committee are formed on an ad hoc basis to deal with local assessment of councillor conduct complaints as required by the Monitoring Officer. The sub-committees are made up of three members drawn from the main committee membership. In the Civic year 2022/23 one assessment sub-committee was held and there were no determination sub-committees</p> <p>Employment Committees</p> <p>The Council also appoints to the following committees to advise on employment matters:</p> <p>Appointments Committee – four members plus the relevant Portfolio Holder.</p> <p>Investigatory Committee – five members.</p> <p>Employee Joint Consultative Committee – six members who sit alongside six representatives from recognised trade unions.</p>
External Partnerships	<p>Service delivery has changed for councils over time, and many authorities now have a range of delivery partners to work with and hold to account.</p>	
<i>Key lines of explanation</i>	<ul style="list-style-type: none"> ➤ <i>Will council members serve on decision-making partnerships, sub-regional, regional or national bodies? In doing so, are they able to take decisions/make commitments on behalf of the council?</i> ➤ <i>How many councillors will be involved in this activity? And what is their expected workload? What proportion of this work is undertaken by portfolio holders?</i> 	

	<p>➤ <i>What other external bodies will members be involved in? And what is the anticipated workload?</i></p>
<p>Analysis</p>	<p>A number of councillors are appointed to external bodies at the Annual Council meeting. The external bodies range from national appointments such as the LGA, regional bodies such as East Midlands Councils and local and consultative groups and community organisations. These appointments vary in nature and workload, dependent on the Terms of Reference of the body they are appointed to. Some of the appointments are allocated to Cabinet members based on their portfolio responsibilities and others being allocated to ward councillors where the body operates within their ward. A full list of the Community Bodies can be found here</p> <p>The council currently participates in the following joint arrangements:</p> <ul style="list-style-type: none"> • The council has entered a joint arrangement with neighbouring district councils and the county council for the enforcement of decriminalised parking. • The council has entered a joint arrangement with neighbouring councils for the administration of Revenues and Benefits. • The council has entered a joint arrangement with the local authorities in Leicester, Leicestershire and Rutland for the establishment of a Police and Crime Panel. • The council has entered a joint arrangement with neighbouring district councils under which Blaby district council discharges the council's functions in relation to Disabled Facilities Grants. • The council has entered a joint arrangement with Charnwood Borough council under which Charnwood Borough council discharges the council's functions in relation to Building Control.

Community Leadership

The Commission understands that there is no single approach to community leadership and that members represent, and provide leadership to, their communities in different ways. The Commission wants to know how members are required to provide effective community leadership and what support the council offers them in this role. For example, does the authority have a defined role and performance system for its elected members? And what support networks are available within the council to help members in their duties? The Commission also wants to see a consideration of **how the use of technology and social**

media by the council as a whole, and by councillors individually, will affect casework, community engagement and local democratic representation. Responses should demonstrate that alternative council sizes have been explored.

Topic		Description
	Key lines of explanation	<ul style="list-style-type: none"> ➤ In general terms how do councillors carry out their representational role with electors? ➤ Does the council have area committees and what are their powers? ➤ How do councillors seek to engage with their constituents? Do they hold surgeries, send newsletters, hold public meetings or maintain blogs? ➤ Are there any mechanisms in place that help councillors interact with young people, those not on the electoral register, and/or other minority groups and their representative bodies? ➤ Are councillors expected to attend community meetings, such as parish or resident's association meetings? If so, what is their level of involvement and what roles do they play? ➤ Explain your approach to the Area Governance structure. Is your Area Governance a decision-making forum or an advisory board? What is their relationship with locally elected members and Community bodies such as Town and Parish Councils? Looking forward how could they be improved to enhance decision-making?
Community Leadership	Analysis	<p>Councillors are actively involved within their Wards and most consider themselves to play a pro-active part in the communities they represent. The approach taken varies from councillor to councillor but all are involved in some or all of the following as part of their engagement with constituents:</p> <ul style="list-style-type: none"> • Casework/Constituency matters • Town and Parish council meetings • Community/resident meetings <p>Out of the 38 members 16 are “twin-hatted” representing Town and Parish councils in North West Leicestershire, one member is “twin-hatted” representing Leicestershire County council and two members are triple-hatted representing both Parish and County councils. The council does not have any area committees in the district. There is a Special Expense budget for the nine unparished areas, which is considered by a working party, whose membership is made up of the Ward Members of those areas. The minutes of the working party and any recommendations are then considered by Cabinet.</p> <p>A survey was carried out with Members in October 2023 from which 23 responses were received. The survey shows</p>

		<p>that a variety of methods are used to communicate with constituents. The top three methods of communication were council email 95%, face to face 87% and telephone 83% Other methods of communicating with residents included:</p> <ul style="list-style-type: none"> • Social media/website • Newsletters • Parish/Village magazine articles • Surgeries • Letters <p>The Members survey indicated:</p> <ul style="list-style-type: none"> • 78% of the members, who have them in their ward, attend Parish/Town council meetings on a monthly basis. Those that are twin-hatted attend in their Parish capacity only. • Members indicated they spend an average of between five to 40 hours per week on district council business, spending most time reading reports and attending council or Parish/Town council meetings. • All but one of the members stated that they consider this amount of time to be proportionate. • Including attendance at Full Council, each member is appointed, on average, to 2.4 committees. • Data collected for the review indicated that there were 60 Council and committee meetings in 2022/23 and out of these, 11 were cancelled. This figure does not include Working Groups or briefings.
Casework	<i>Key lines of explanation</i>	<ul style="list-style-type: none"> ➤ <i>How do councillors deal with their casework? Do they pass it on to council officers? Or do they take a more in-depth approach to resolving issues?</i> ➤ <i>What support do members receive?</i> ➤ <i>How has technology influenced the way in which councillors work? And interact with their electorate?</i> ➤ <i>In what ways does the council promote service users' engagement/dispute resolution with service providers and managers rather than through councillors?</i>
	Analysis	<p>The council provides Members with a casework management system to report casework through. Members are encouraged to log the issues themselves or email the enquiry to the Member Services Team to log for them. The system provides each member with a unique case number which allows members to monitor the progress of the enquiry and logs the outcome to each case. The system also records if a case falls under the area of another member and allows the relevant ward member to also be kept up-to-date.</p> <p>The Member Services Team provides a first point of contact for member enquiries and signposting on any other issue. The team consists of Full Time Equivalent (FTE) of 2.3</p>

		<p>Officers with additional support from the Democratic Services Team Manager and the Head of Legal and Support Services who is also the Monitoring Officer. The team administers a Member's Hub via a Teams page that provides Members with vital information, councillors and committees webpage, which includes all the committee dates, agendas and paperwork. The hub also has a council news section and access to online reporting forms such as councillor enquiries and planning call-in requests.</p> <p>Due to Covid, technology became an integral part of allowing members to carry out their roles and it has continued to play an important role. Each member is provided with a council email address following their election and provided with either a laptop or surface pro to enable them to carry out council business. All committee meetings are face-to-face, however, officer meetings, briefings and some working parties offer a hybrid option for members to attend.</p>
--	--	---

Other Issues

Respondent may use this space to bring any other issues of relevance to the attention of the Commission.

Attendance at meetings:

Since the May elections current meeting attendance is 88%. In the civic year 2022/23 it was 82.7%

Financial Considerations:

The total paid out in Members Allowances for 2022/23 was £303,656.19. This amount includes both the basic allowance and any special responsibility allowances.

Local Government Nearest Neighbour Group Comparisons:

Key council size data has been compared for statistically similar councils based on the groupings given by CIPFA's Nearest Neighbour Model for English authorities. The average Elector / Member Ratio of our Nearest Neighbours is 2059:1.

- The adult population is forecast to rise to approximately 89,606.
- Currently there are an average of 2,132 registered electors per Member of the council. This is higher than with Nearest Neighbour Authorities who have a mean of 2,059 per Member. This means if the number of Members remains at 38, by 2030, this would result in a ratio of 2,358.
- There is significant new housing developments being built across the district. The population forecast takes account of these increase in homes. This will be key when considering the next stage of the boundary review and potential changes to ward boundaries.

The table below shows the breakdown at council level.

Area	Number of electors	No of Councillors	Ratio of members :electors=
Newark and Sherwood	92,993	39	2384
Selby (former authority)	71,250	31	2298
Hinckley and Bosworth	87,897	34	2585
Bassetlaw	88,634	48	1846
North Warwickshire	49,266	35	1407
East Staffordshire	89,787	39	2302
Melton	41,914	28	1496
Ashford	97,371	47	2071
Tewkesbury	71,171	38	1872
Mendip (former authority)	89,755	47	1909
High Peak	73,170	43	1701
South Derbyshire	81,461	36	2262
Breckland	109,393	49	2232
Blaby	77,622	39	1990
Braintree	114,970	49	2346
North West Leicestershire	81,167	38	2135
Areas mean	82,364	40	2059

Summary

In following this template respondents should have been able to provide the Commission with a robust and well-evidenced case for their proposed council size; one which gives a clear explanation as to the governance arrangements and number of councillors required to represent the authority in the future.

Use this space to summarise the proposals and indicate other options considered. Explain why these alternatives were not appropriate in terms of their ability to deliver effective Strategic Leadership, Accountability (Scrutiny, Regulation and Partnerships), and Community Leadership.

During the process of preparing the submission, the Electoral Review Working Party convened to consider the options for the future size of the Council. The following Council size options were considered:

Retain the current number of 38:

Based on current forecast population for 2030 the ratio of number of electors to each councillor would be 2,358, which would be an increase of 226 on current numbers. This appears to be in line with other authorities that have undergone recent reviews.

In terms of workloads for members, the current model of governance, with 38 members, has been well established for a number of years. It has proven to work well, whilst being reviewed to ensure that it remains effective. Retaining 38 members would mean members would continue to serve on the same number of committees that they currently do.

Following a recent survey that was carried out with members it was acknowledged, that on the whole, members felt that their workload was proportionate and manageable. With the

ongoing development of digital technology, residents are better able to access information and services directly via the Council website but the Council does recognise that there are residents who do not have access to the internet or choose not to use it and prefer to contact their ward member for support. This was evidenced in the survey results with the top three methods of communication being email, face-to-face and telephone.

Remaining at the current number of 38 would not see any additional budget pressures to fund in relation to allowances and support to members during a time when the Council is facing ongoing financial pressures.

Reduction in numbers

Consideration was given to reducing the number of Councillors and although it could result in potential financial savings for the authority, it was felt that this could not be justified with the ongoing population growth, which is set to continue and therefore increasing the casework of the Councillors. As stated above. The current model of governance has been in place for a number of years and is well established. Reducing the number of Councillors could potentially mean that the governance and committee structures would need to be reviewed and amended and the Council does not see any justification for that.

Increase in numbers

Consideration was given to increasing the size of the Council, which was not felt to be necessary, despite the forecast growth in the population and therefore the electorate. A figure of 39 was investigated further, for which the ratio would be 2,297 electors to each councillor. An increase in numbers would see additional budget pressures to fund an increase in allowances and additional support required.

Recommendation:

Taking into account all relevant data and analysis, North West Leicestershire District Council proposes that its number of councillors remains at 38 to effectively operate and represent the electorate.

ASSESSMENT OF PROJECTED CHANGE BY WARD 2023-30

	Wards identified in LGC letter
	Wards identified in LGC letter which are projected to exceed 10% variance in 2030
	Additional wards projected to exceed 10% variance in 2030

Ward	Number electors September 2023	New dwellings projected 2023-30	Additional people generated by new development	Additional people aged 18+	Total electors 2030	Deviation from average	% variation
Appleby	1,989	0	0	0	1,989	-369	-15.65
Ashby Castle	2,366	0	0	0	2,366	8	0.34
Ashby Holywell	2,492	2	5	4	2,496	138	5.84
Ashby Ivanhoe	2,547	0	0	0	2,547	189	8.01
Ashby Money Hill	2,291	821	1,913	1,530	3,821	1,463	62.06
Ashby Willesley	2,038	0	0	0	2,038	-320	-13.57
Ashby Woulds	2,148	0	0	0	2,148	-210	-8.91
Bardon	2,242	110	256	205	2,447	89	3.77
Blackfordby	2,441	77	179	144	2,585	226	9.60
Broom Leys	2,013	0	0	0	2,013	-345	-14.63
Castle Donington Castle	2,028	0	0	0	2,028	-330	-14.00
Castle Donington Central	1,886	8	19	15	1,901	-457	-19.39
Castle Donington Park	2,010	312	727	582	2,592	234	9.90
Castle Rock	2,177	22	51	41	2,218	-140	-5.94
Coalville East	1,973	0	0	0	1,973	-385	-16.33
Coalville West	1,848	0	0	0	1,848	-510	-21.63
Daleacre Hill	1,870	87	203	162	2,032	-326	-13.82
Ellistown & Battleflat	2,036	978	2,279	1,823	3,859	1,501	63.65
Greenhill	2,078	0	0	0	2,078	-280	-11.88
Hermitage	1,825	0	0	0	1,825	-533	-22.61
Holly Hayes	1,921	0	0	0	1,921	-437	-18.53
Hugglescote St Johns	2,757	1,253	2,919	2,336	5,093	2,735	115.97
Hugglescote St Marys	2,262	0	0	0	2,262	-96	-4.07
Ibstock East	1,847	0	0	0	1,847	-511	-21.67
Ibstock West	2,339	0	0	0	2,339	-19	-0.81
Kegworth	1,740	0	0	0	1,740	-618	-26.21
Long Whatton & Diseworth	2,116	0	0	0	2,116	-242	-10.26
Measham North	2,063	250	583	466	2,529	171	7.25
Measham South	2,035	0	0	0	2,035	45	1.91
Oakthorpe & Donisthorpe	2,220	18	42	34	2,254	-104	-4.43
Ravenstone & Packington	2,439	20	47	37	2,476	118	5.01
Sence Valley	2,324	0	0	0	2,324	-34	-1.44
Snibston North	1,989	236	550	440	2,429	71	3.01
Snibston South	1,971	381	888	710	2,681	323	13.70
Thornborough	1,988	0	0	0	1,988	-370	-15.69
Thringstone	1,993	0	0	0	1,993	-365	-15.48
Valley	2,258	12	28	22	2,280	-78	-3.29
Worthington & Breedon	2,460	19	44	35	2,495	137	5.83
Total	81,020	4,606	10,732	8,586	89,606		
Average number electors	2,132				2,358		

This page is intentionally left blank

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COUNCIL – TUESDAY, 30 JANUARY 2024



Title of Report	TREASURY MANAGEMENT HALF-YEARLY REPORT 2023/24	
Presented by	Councillor Nick Rushton Corporate Portfolio Holder	
Background Papers	Prudential Indicators and Treasury Strategies 2023-24 – Council 23 February 2023 Treasury Management Activity Report 2023/24 – Quarter 1 – Audit and Governance Committee 26 July 2023	Public Report: Yes
Financial Implications	There are no financial implications as a direct result of this report.	
	Signed off by the Section 151 Officer: Yes	
Legal Implications	There are no legal implications as a direct result of this report.	
	Signed off by the Monitoring Officer: Yes	
Staffing and Corporate Implications	There are no staffing or corporate implications as a direct result of this report.	
	Signed off by the Head of Paid Service: Yes	
Purpose of Report	To inform Council of the Council's Treasury Activity for the period April – September 2023.	
Recommendations	THAT COUNCIL NOTES: 1. THE TREASURY MANAGEMENT HALF-YEARLY ACTIVITY REPORT 2023-24 (APPENDIX A); AND 2. THE PRUDENTIAL INDICATORS HALF-YEARLY UPDATE 2023/24.	

1.0 BACKGROUND

- 1.1 Treasury Management activity is underpinned by the Chartered Institute of Public Finance and Accountancy's Treasury Management in the Public Services: Code of Practice (the CIPFA Code), which requires local authorities to produce Prudential Indicators and a Treasury Management Strategy Statement annually on the likely financing and investment activity. The Prudential Indicators and Treasury Management Strategies were approved by Council on the 23 February 2023.
- 1.2 As a minimum, the code requires that the Council reports on the performance of the Treasury Management function at least twice yearly (April to September and at year end). Appendix A is the first report to be presented to Council for the financial year 2023/24 and Appendix B provides an update on the Prudential Indicators for period April to September 2024.

2.0 TREASURY MANAGEMENT ADVISOR'S COMMENTARY – ARLINGCLOSE LTD

2.1 The commentary below has been provided by the Council's treasury management advisors:

2.1.1 The Council is currently taking a relatively low credit and liquidity risk approach to its investment strategy by investing mainly in deposits with UK central government, Money Market Funds (MMFs), UK local authorities, and a small number of UK banks, for short terms (up to 12 months). Most of these options avoid the direct bail-in risk¹ associated with bank deposits (although indirect exposure is held via the MMFs, this is highly diversified).

2.1.2 Interest rates have been rising globally but are now thought to have peaked, with predictions shifting towards major central bank policy rates being cut in 2024. The Council's investment returns have therefore increased and with inflation falling significantly, are currently earning a positive real return (i.e. adjusting for inflation). The latest client investment benchmarking exercise that the Council took part in (June 2023) showed the Council's return was higher than the average for other local authorities and credit risk (as measured by credit ratings) was lower, for internally managed investments.

2.1.3 Other investment options that may fit with the Council's current risk appetite could include secured bank deposits (up to 12 months), longer-term loans to local authorities (the Council has done this before), covered or supranational bonds and loans to Registered Providers (housing associations), which may also require a longer investment horizon (three to five years).

2.1.4 Going beyond this would be an alternative approach – investing for the long-term (five years +) in asset classes such as property, bonds and equities which fluctuate in value, and carry a different and typically higher set of risks but offer the potential for higher long-term returns. The Council would need to identify a long-term investment horizon and/or these types of investments may need to be part of a documented strategy to manage liquidity, interest rate, exchange rate and/or inflation risks.

¹ Bail-ins are a way for banks to convert debt into equity to increase their capital requirements. Risks of bail-ins include:

- Moral Hazards: by offering the institution a way out of financial trouble, bail-in clauses may encourage irrational and risky behaviour that can lead to turmoil in the future.
- Higher costs of borrowing.

3.0 SUMMARY

3.1 In compliance with the requirements of the CIPFA Code, Appendix A provides Council with a summary report of the Treasury Management activity for the period April 2023 to September 2023. A prudent approach has been taken in relation to investment activity with priority being given to security and liquidity over yield.

3.2 Appendix B shows compliance with the Prudential Indicators for the first half of the

financial year.

- 3.3 Both the Treasury Management Activity Report (Appendix A) and the Prudential Indicators (Appendix B) were considered by Audit Committee on 24 January 2024. An extract of the draft minutes will be provided to Council as an additional paper,
- 3.4 For the reporting period, there has been no breaches of the Treasury Management Strategy Statement that need bringing to the attention of Council.

Policies and other considerations, as appropriate	
Council Priorities:	The Treasury Strategies and Prudential Indicators help the Council achieve all its properties: <ul style="list-style-type: none"> - 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:	Not applicable
Safeguarding:	Not applicable
Equalities/Diversity:	Not applicable
Customer Impact:	Not applicable
Economic and Social Impact:	Not applicable
Environment, Climate Change and zero carbon:	The Council aims to be a responsible investor and will consider environmental, social and governance (ESG) issues when investing. Where practical, when making investment decisions ESG will be considered and counterparties with integrated ESG policies and commitments to carbon.
Consultation/Community Engagement:	Audit and Governance Committee – 24 January 2024.
Risks:	Borrowing and investment both carry an element of risk. This risk is mitigated through the adoption of the Treasury and Investment Strategies, compliance with the CIPFA code of Treasury Management and the retention of Treasury Management advisor (Arlingclose) to proffer expert advice.
Officer Contact	Anna Crouch Head of Finance anna.croucq@nwleicestershire.gov.uk

This page is intentionally left blank

Treasury Management Half – Yearly (April to September) Activity Report 2023/24

1. Introduction

- 1.1. The Council has adopted the Chartered Institute of Public Finance and Accountancy's Treasury Management in the Public Services: Code of Practice (the CIPFA Code) which requires the Authority to approve treasury management semi-annual and annual reports. This quarterly report provides an additional update and includes the new requirement in the 2021 Code, mandatory from 1 April 2023, of quarterly reporting of the treasury management prudential indicators.
- 1.2. The Council's treasury management strategy for 2023/24 was approved at a meeting on 23 February 2023. The Council has borrowed and invested substantial sums of money and is therefore exposed to financial risks including the loss of invested funds and the revenue effect of changing interest rates. The successful identification, monitoring and control of risk remains central to the Council's treasury management strategy.

2. External Context (provided at Arlingclose)

- 2.1. **Economic background:** UK inflation remained stubbornly high over much of the period compared to the US and euro zone, keeping expectations elevated of how much further the Bank of England (BoE) would hike rates compared to other regions. However, inflation data published in the latter part of the period undershot expectations, causing financial markets to reassess the peak in BoE Bank Rate. This was followed very soon after by the BoE deciding to keep Bank Rate on hold at 5.25% in September, against expectation for another 0.25% rise.
- 2.2. Economic growth in the UK remained relatively weak over the period. In calendar Q2 2023, the economy expanded by 0.2%. However, monthly GDP data showed a 0.5% contraction in July, the largest fall to date in 2023 and worse than the 0.2% decline predicted which could be an indication the monetary tightening cycle is starting to cause recessionary or at the very least stagnating economic conditions.
- 2.3. July data showed the unemployment rate increased to 4.3% (3mth/year) while the employment rate rose to 75.5%. Pay growth was 8.5% for total pay (including bonuses) and 7.8% for regular pay, which for the latter was the highest recorded annual growth rate. Adjusting for inflation, pay growth in real terms were positive at 1.2% and 0.6% for total pay and regular pay respectively.
- 2.4. Inflation continued to fall from its peak as annual headline Consumer Prices Index (CPI) declined to 6.7% in July 2023 from 6.8% in the previous month against expectations of it going back up to 7.0%. The largest downward contribution came from food prices. The core rate also surprised on the downside, falling to 6.2% from 6.9% compared to predictions for it to only edge down to 6.8%.
- 2.5. The Bank of England's Monetary Policy Committee (MPC) continued tightening monetary policy over most of the period, taking the Bank Rate to 5.25% in August. Against expectations of a further hike in September, the Committee voted 5-4 to maintain the Bank Rate at 5.25%.

Each of the four dissenters were in favour of another 0.25% increase.

- 2.6. Financial market Bank Rate expectations moderated over the period as falling inflation and weakening data gave some indication that higher interest rates were working. Expectations fell from predicting a peak of over 6% in June to 5.5% just ahead of the September MPC meeting, and to then expecting 5.25% to be the peak by the end of the period.
- 2.7. Following the September MPC meeting, Arlingclose, the authority's treasury advisor, modestly revised its interest forecast to reflect the central view that 5.25% will now be the peak in the Bank Rate. In the short term the risks are to the upside if inflation increases again, but over the remaining part of the time horizon the risks are to the downside from economic activity weakening more than expected.
- 2.8. The lagged effect of monetary policy together with the staggered fixed term mortgage maturities over the next 12-24 months means the full impact from Bank Rate rises are still yet to be felt by households. As such, while consumer confidence continued to improve over the period, the GfK measure hit -21 in September, it is likely this will reverse at some point. Higher rates will also impact business and according to Standard and Poor's (S&P)/Chartered Institute of Procurement and Supply (CIPS) survey data, the UK manufacturing and services sector contracted during the quarter with all measures scoring under 50, indicating contraction in the sectors.
- 2.9. The US Federal Reserve increased its key interest rate to 5.25-5.50% over the period, pausing in September following a 0.25% rise the month before, and indicating that it may have not quite completed its monetary tightening cycle.
- 2.10. Having fallen throughout 2023, annual US inflation started to pick up again in July 2023, rising from 3% in June, which represented the lowest level since March 2021, to 3.2% in July and then jumping again to 3.7% in August, beating expectations for a rise to 3.6%. Rising oil prices were the main cause of the increase. US GDP growth registered 2.1% annualised in the second calendar quarter of 2023, down from the initial estimate of 2.4% but above the 2% expansion seen in the first quarter.
- 2.11. The European Central Bank increased its key deposit, main refinancing, and marginal lending interest rates to 4.00%, 4.50% and 4.75% respectively in September, and hinted these levels may represent the peak in rates but also emphasising rates would stay high for as long as required to bring inflation down to target.
- 2.12. Although continuing to decline steadily, inflation has been sticky, Eurozone annual headline CPI fell to 5.2% in August while annual core inflation eased to 5.3% having stuck at 5.5% in the previous two months. GDP growth remains weak, with recent data showing the region expanded by only 0.1% in the three months to June 2023, the rate as the previous quarter.
- 2.13. **Financial markets:** Financial market sentiment and bond yields remained volatile, with the latter generally trending downwards as there were signs inflation, while still high, was moderating and interest rates were at a peak.
- 2.14. Gilt yields fell towards the end of the period. The five-year UK benchmark gilt yield rose from 3.30% to peak at 4.91% in July before trending downwards to 4.29%, the 10-year gilt yield rose

from 3.43% to 4.75% in August before declining to 4.45%, and the 20-year yield from 3.75% to 4.97% in August and then fell back to 4.84%. The Sterling Overnight Rate (SONIA) averaged 4.73% over the period.

- 2.15. **Credit review:** Having completed a review of its credit advice on unsecured deposits at UK and non-UK banks following concerns of a wider financial crisis after the collapse of Silicon Valley Bank purchase of Credit Suisse by UBS, as well as other well-publicised banking sector issues, in March, Arlingclose reduced the advised maximum duration limit for all banks on its recommended counterparty list to 35 days. This stance continued to be maintained at the end of the period.
- 2.16. During the second quarter of the period, Moody's revised the outlook on Svenska Handelsbanken to negative from stable, citing concerns around the Swedish real estate sector.
- 2.17. Having put the US sovereign rating on Rating Watch Negative earlier in the period, Fitch took further action in August, downgrading the long-term rating to AA+, partly around ongoing debt ceiling concerns but also an expected fiscal deterioration over the next couple of years.
- 2.18. Following the issue of a Section 114 notice, in September, Arlingclose advised against undertaking new lending to Birmingham City Council, and later in the month cut its recommended duration on Warrington Borough Council to a maximum of 100 days.
- 2.19. Arlingclose continued to monitor and assess credit default swap levels for signs of ongoing credit stress and although no changes were made to recommended durations over the period, Northern Trust Corporation was added to the counterparty list.
- 2.20. Heightened market volatility is expected to remain a feature, at least in the near term and, as ever, the institutions and durations on the Authority's counterparty list recommended by Arlingclose remains under constant review.

3. Local Context

- 3.1. On 30 September 2023, the Council had net borrowing of £9m arising from its revenue and capital income and expenditure. The underlying need to borrow for capital purposes is measured by the Capital Financing Requirement (CFR), while balance sheet resources are the underlying resources available for investment. These factors are summarised in Table 1 below.

Table 1: Balance Sheet Summary

	31.3.23 Estimated £m
General Fund CFR	41.2
HRA CFR	53.9
Total CFR	95.1
External borrowing	62.6
Internal borrowing	32.5
Total Borrowing	95.1

- 3.2. The treasury management position as at 30 September and the change over the year to date are shown in Table 2 below.

Table 2: Treasury Management Summary

	31.3.23 Balance £m	Movement £m	30.09.23 Balance £m	30.09.23 Rate %
Long-term borrowing	59.8	0.0	59.8	3.55%
Short-term borrowing	2.7	-0.6	2.1	5.38%
Total borrowing	62.6	-0.6	62.0	3.58%
Long-term investments	0.0	0.0	0.0	0.00%
Short-term investments	39.0	1.5	40.5	4.80%
Cash and cash equivalents	4.1	8.4	12.5	5.01%
Total investments	43.1	9.9	53.0	4.85%
Net borrowing	19.5	-10.5	9.0	

4. Borrowing

- 4.1. CIPFA's 2021 Prudential Code is clear that local authorities must not borrow to invest primarily for financial return and that it is not prudent for local authorities to make any investment or spending decision that will increase the capital financing requirement and so may lead to new borrowing, unless directly and primarily related to the functions of the Authority. Public Works Loan Board (PWLB) loans are no longer available to local authorities planning to buy investment assets primarily for yield unless these loans are for refinancing purposes.
- 4.2. The Council currently holds £8.9m in commercial investments that were purchased prior to the change in the CIPFA Prudential Code. These commercial investments are primarily for local regeneration and growth and are all located within the District. Financial return is a secondary objective of these investments. Before undertaking further additional borrowing the Council will review the options for exiting these investments.
- 4.3. As shown in table 1 the Council has internally borrowed £32.5m. This internal borrowing foregoes a potential interest income rate of 4.85%. Current one-year external borrowing rates with the PWLB were 5.88% as at 30 September 2023. An additional rate for HRA specific borrowing has been implemented from June 2023 which is 0.4% lower than standard PWLB rates as discussed below.

5. Borrowing strategy and activity

- 5.1. As outlined in the treasury strategy, the Council's chief objective when borrowing has been to strike an appropriately low risk balance between securing low interest costs and achieving cost certainty over the period for which funds are required, with flexibility to renegotiate loans should the Council's long-term plans change being a secondary objective. The Council's borrowing strategy continues to address the key issue of affordability without compromising the longer-term stability of the debt portfolio.

- 5.2. There was a substantial rise in the cost of both short- and long-term borrowing over the last 18 months. Bank Rate rose by 1% from 4.25% at the beginning of April to 5.25% at the end of September. Bank Rate was 3% higher than at the end of September 2022.
- 5.3. UK gilt yields were volatile, mainly facing upward pressure since early April following signs that UK growth had been more resilient, inflation stickier than expected, and that the Bank of England saw persistently higher rates through 2023/24 as key to dampening domestic demand. Gilt yields, and consequently Public Works Loan Board (PWLB) borrowing rates, rose and broadly remained at elevated levels. On 30 September, the PWLB certainty rates for maturity loans were 5.25% for 10-year loans, 5.63% for 20-year loans and 5.41% for 50-year loans. Their equivalents on 31st March 2023 were 4.33%, 4.70% and 4.41% respectively.
- 5.4. A new PWLB Housing Revenue Account (HRA) rate which is 0.4% below the certainty rate has been made available from 15 June 2023. Initially available for a period of one year, this discounted rate is to support local authorities borrowing for the HRA and for refinancing existing HRA loans, providing a window of opportunity for HRA-related borrowing.
- 5.5. At 30 September 2023, the Council held £62.0m of loans, a decrease of £0.6m from 31 March 2023, as part of its strategy for funding previous and current year's capital programmes. Outstanding loans on 30 September 2023 are summarised in Table 3A below.

Table 3A: Borrowing Position

	31.3.23	Net	30.09.23	30.09.23	30.09.23
	Balance	Movement	Balance	Weighted	Weighted
	£m	£m	£m	Average	Average
				Rate	Maturity
				%	(years)
Public Works Loan Board	55.1	-0.6	54.5	3.41%	13.6
Banks (LOBO)	3.5	0.0	3.5	4.80%	1.8
Banks (fixed-term)	3.9	0.0	3.9	4.74%	1.9
Local authorities (long-term)	0.0	0.0	0.0	0.00%	0.0
Local authorities (short-term)	0.0	0.0	0.0	0.00%	0.0
Total borrowing	62.6	-0.6	62.0	3.62%	3.7

- 5.6. The Council's Borrowing strategy has been maintained whereby no new borrowing is undertaken and the loans are repaid at maturity. This strategy has meant that there has been no increase in borrowing costs as a result of the increased borrowing rate as no new short-term borrowing has been undertaken.
- 5.7. Currently the Council is able to do this as it has sufficient cash to meet resource demands. However, there is a possibility that new borrowing may be required within the next few years as shown in the Liability Benchmark in section 9.2.
- 5.8. There remains a strong argument for diversifying funding sources, particularly if rates can be achieved on alternatives which are below gilt yields + 0.80%. The Council will evaluate and pursue these lower cost solutions and opportunities with its advisor Arlingclose.

- 5.9. **Loans restructuring:** The sharp rise in gilt yields over the past 18 months has now resulted in some of the Council's loans being in or close to a discount position if repaid early. The projection on borrowing requirement is constantly reviewed by the authority to try to find areas where savings can be made.
- 5.10. The Council currently holds £3.5 million in LOBO (Lender Option Borrower Option) loans, with a future call date set for February 8, 2024. These LOBO loans come with a provision that allows the lender to propose a higher interest rate on the specified call dates, requiring the borrower to choose between accepting the elevated interest rate or repaying the loan in full.
- 5.11. Given the rising interest rate environment, there is an elevated probability that the LOBO loans will indeed be called. In the event of a call, the Council plans to repay the loan at no additional cost, as it possesses cash reserves for this purpose. It's worth noting that this repayment may necessitate future borrowing, such borrowing is anticipated to be of short-term duration if required.
- 5.12. There was a call date within this quarter on the 8 August 2023. This date passed without any calls being made on the LOBO loan.

6. **Treasury Investment Activity**

- 6.1. CIPFA published a revised Treasury Management in the Public Services Code of Practice and Cross-Sectoral Guidance Notes on 20 December 2021. These define treasury management investments as investments that arise from the organisation's cash flows or treasury risk management activity that ultimately represents balances that need to be invested until the cash is required for use in the course of business.
- 6.2. The Council holds significant invested funds, representing income received in advance of expenditure plus balances and reserves held and money borrowed in advance of need. During the year, the Council's investment balances ranged between £43.5m and £64.8m due to timing differences between income and expenditure. The investment position is shown in table 4 below.

Table 4: Treasury Investment Position

	31.3.23	Net Movement	30.09.2023	30.09.2023	30.09.2023
	Balance	£m	Balance	Income Return	Weighted Average Maturity Days
	£m		£m	%	
Banks & building societies (unsecured)	2.0	-0.0	2.0	4.78%	1.3
Government (incl. local authorities)	37.0	1.5	38.5	4.80%	48.8
Money Market Funds	4.1	8.4	12.5	5.01%	0.2
Total investments	43.1	9.9	53.0	4.85%	50.4

- 6.3. Both the CIPFA Code and government guidance require the Council to invest its funds prudently, and to have regard to the security and liquidity of its treasury investments before

seeking the optimum rate of return, or yield. The Council's objective when investing money is to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults and the risk of receiving unsuitably low investment income.

- 6.4. As demonstrated by the liability benchmark in this report, the Council expects to be a long-term borrower and new treasury investments are therefore primarily made to manage day-to-day cash flows using short-term low risk instruments.
- 6.5. Bank Rate increased by 1%, from 4.25% at the beginning of April to 5.25% by the end of September. Short-dated cash rates rose commensurately, with three-month rates rising to around 5.25% and 12-month rates to nearly 6%. The rates on Debt Management and Account Deposit Facility (DMADF) deposits also rose, ranging between 4.40% and 5.42% by the end of September and Money Market Rates between 4.61% and 5.17%.
- 6.6. The progression of risk and return metrics are shown in the extracts from Arlingclose's quarterly investment benchmarking in Table 5 below.

Table 5: Investment Benchmarking – Treasury investments managed in-house

	Credit Score	Credit Rating	Bail-in Exposure	Weighted Average Maturity (days)	Rate of Return %
30.09.2023	4.34	AA-	38%	87	4.63%
Similar LAs	4.66	A+	65%	45	1.54%
All LAs	4.65	A+	63%	11	2.34%

This data is from last available benchmarking. September data not yet available at time of writing this report

- 6.7. Financial market conditions were volatile during the six-month period. Global bond yields rose and remained elevated as it became apparent that policymakers were looking to keep rates high for some time amid persistently higher core inflation and tight labour markets.
- 6.8. The UK, Euro area and US equity markets were initially helped by resilient growth data and diminishing talk of recession. A weaker currency and better-than-expected fundamentals were broadly supportive for UK equities. Much of the US stock market's performance was driven by a small number of mega stocks and enthusiasm over artificial intelligence. However, the global outlook was clouded by the slowdown in China. On a sectoral level, the energy sector was supported by higher oil prices and expectation of decreasing supply due to OPEC+ group agreeing on production cuts. The FTSE All Share index was marginally lower at the end of the 6-month period at 4127 on 30/9/23 v 4157 on 31/3/23. The MSCI All Countries World Index was higher at 2853 on 30/9/23 v 2791 on 31/3/23.
- 6.9. Investor sentiment for UK commercial property was more settled than in Q3 and Q4 of 2022 when the sharp rise in bond yields resulted in a big fall in property valuations. There were signs of returning investor interest, occupier resilience and a perception that the downturn in commercial real estate may be bottoming out. It helped rental income and led to some stabilisation in capital values. However, the combination of high interest rates and bond yield, higher funding costs and the prospect of sluggish economic growth constrain the outlook for commercial property.

- 6.10. The combination of the above had a marginal positive effect on the combined value of the Authority's strategic funds since March 2023. Income from the Authority's cash plus / short bond funds has improved as maturing securities are replaced by higher yielding ones in these funds.
- 6.11. The change in the Council's funds' capital values and income return over the six-month period is shown in Table 4.
- 6.12. The Council has budgeted £981,300 income from investments in 2023/24. Income received up to 30 September 2023 was £1.2m. It is now forecasted that the risk adjusted interest received by March 31, 2024, to be £2.1m and after deductions income to be £1.7m. This will be split between the HRA and General Fund in the amounts £0.758m for the GF and £0.944m for the HRA.
- 6.13. The Council's Investment interest return percentage on 30 September 2023 was 4.85%. For comparison purposes the Daily Sterling Overnight Index Average (SONIA) which is used for benchmarking purposes was 5.186%. For similar local authorities the most recent benchmarking data which is from 31 June 2023 showed an investment return of 1.54% largely due to the poor performance of external funds which North West Leicestershire District Council is not involved. This is shown in **Appendix 1**.
- 6.14. One of the investments held by the Council is a loan of £5m to Birmingham City Council. On September 5, 2023, Birmingham issued a Section 114 notice, stating that they lack the necessary resources to balance their budget. This shortfall primarily arises from their inability to meet substantial liabilities linked to increasing equal pay claims.
- 6.15. It is important to emphasise that North West Leicestershire District Council's funds are secure, as they are backed by central government support. The Council's Treasury advisor at Arlingclose has confirmed this, expressing full confidence that the investment will be repaid in full upon maturity. Previous instances of Section 114 notices at other local authorities have not led to investments going unpaid.
- 6.16. The investment itself was £5 million at a 4% interest rate, with a one-year duration. This investment is set to mature on January 25, 2024, having commenced on January 26, 2023.
- 6.17. **Statutory override:** In April 2023, the Department for Levelling Up, Housing and Communities (DLUHC) published the full outcome of the consultation on the extension of the statutory override on accounting for gains and losses on pooled investment funds. The override has been extended for two years until 31 March 2025 but no other changes have been made; whether the override will be extended beyond the new date is unknown but commentary to the consultation outcome suggests not. The Council will discuss with Arlingclose the implications for the investment strategy and what action may need to be taken.

7. Non-Treasury Investments

- 7.1. The definition of investments in the Treasury Management Code now covers all the financial assets of the Council as well as other non-financial assets which the Council holds primarily for financial return. Investments that do not meet the definition of treasury management investments (i.e. management of surplus cash) are categorised as either for service purposes (made explicitly to further service objectives) and or for commercial purposes (made primarily for financial return).

- 7.2. Investment Guidance issued by DLUHC and Welsh Government also includes within the definition of investments all such assets held partially or wholly for financial return.
- 7.3. The Council also held £8.9m of such investments in directly owned property and land. A full list of the Council's non-treasury investments is available in the Investment Strategy 2023-24 document. The main purpose of these investments is regeneration of the local area rather than investment income. All commercial investments are located within the district.

8. Compliance

- 8.1. The Director of Resources reports that all treasury management activities undertaken during the quarter complied fully with the principles in the Treasury Management Code and the Council's approved Treasury Management Strategy. Compliance with specific investment limits is demonstrated in table 7 below.

Table 7: Investment Limits

	Q2 Maximum	30.09.2023 Actual	2023/24 Limit	Complied?
The UK Government	£40.5m	£31m	Unlimited	Yes
Local authorities and other government entities	£10m	£7.5m	£60m	Yes
Secured investments	£0m	£0m	£60m	Yes
Banks (unsecured)	£7.5m	£2.0m	£60m	Yes
Building societies (unsecured)	£0m	£0m	£5m	Yes
Registered providers (unsecured)	£0m	£0m	£12.5m	Yes
Money market funds	£22m	£12.5m	£60m	Yes
Strategic pooled funds	£0m	£0m	£25m	Yes
Real estate investment trusts	£0m	£0m	£12.5m	Yes
Other investments	£0m	£0m	£2.5m	Yes

- 8.2. Compliance with the Authorised Limit and Operational Boundary for external debt is demonstrated in table 8 below.

Table 8: Debt and the Authorised Limit and Operational Boundary

	Q2 Maximum During Period	30.09.23 Actual	2023/24 Operational Boundary	2023/24 Authorised Limit	Complied?
Borrowing	£62.6m	£62.0m	£95.1m	£105.1m	Yes

- 8.3. Since the operational boundary is a management tool for in-year monitoring it is not significant if the operational boundary is breached on occasions due to variations in cash flow, and this is not counted as a compliance failure.

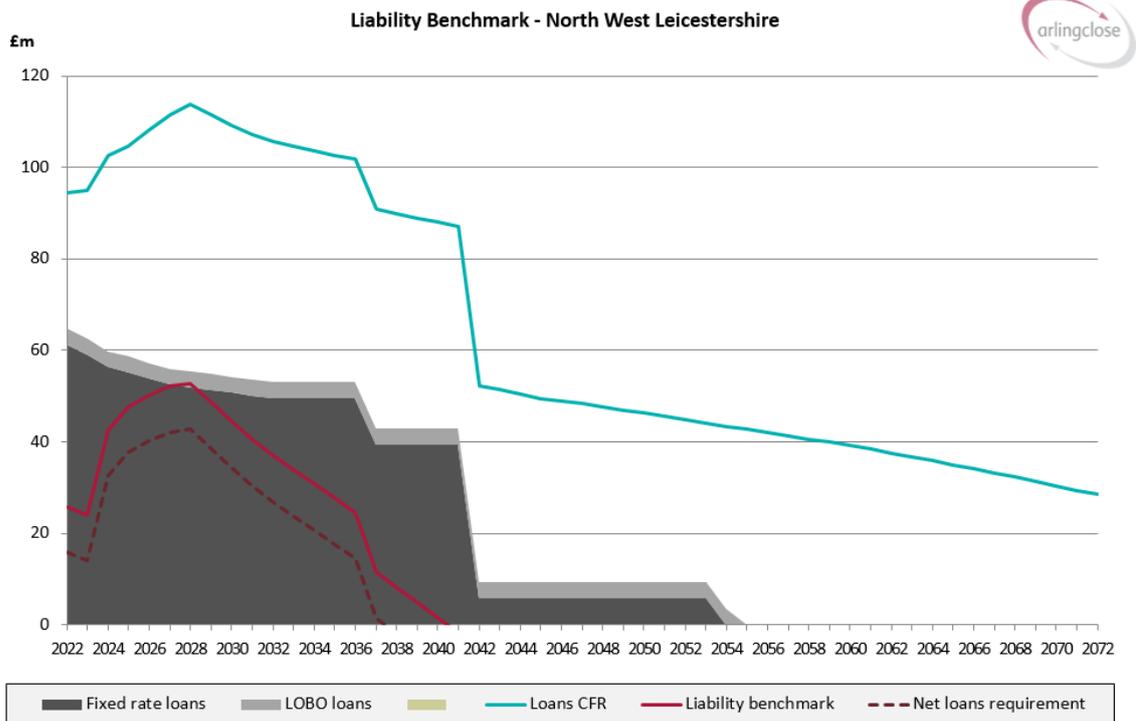
9. Treasury Management Prudential Indicators

9.1. As required by the 2021 CIPFA Treasury Management Code, the Authority monitors and measures the following treasury management prudential indicators.

9.2. **Liability Benchmark:** This new indicator compares the Council's actual existing borrowing against a liability benchmark that has been calculated to show the lowest risk level of borrowing. The liability benchmark is an important tool to help establish whether the Council is likely to be a long-term borrower or long-term investor in the future, and so shape its strategic focus and decision making. It represents an estimate of the cumulative amount of external borrowing the Council must hold to fund its current capital and revenue plans while keeping treasury investments at the minimum level of £10m required to manage day-to-day cash flow.

	31.3.23	31.3.24	31.3.25	31.3.26
	Estimate	Forecast	Forecast	Forecast
Loans CFR	95.1	102.6	104.6	108.1
Less: Balance sheet resources	-81.2	-70.0	-67.0	-68.0
Net loans requirement	13.9	32.6	37.6	40.1
Plus: Liquidity allowance	10.0	10.0	10.0	10.0
Liability benchmark	23.9	42.6	47.6	50.1
Existing external borrowing	62.6	59.8	58.6	57.3

9.3. Following on from the medium-term forecast above, the long-term liability benchmark assumes capital expenditure funded by borrowing of £0m a year after 31 March 2024, minimum revenue provision on new capital expenditure based on a variable asset life (depending on type of asset) and income, expenditure and reserves all increasing by inflation of 2.5% p.a. This is shown in the chart below together with the maturity profile of the Council's existing borrowing.



- 9.4. The Liability Benchmark shows the underlying need to borrow (Loans CFR) in the blue line at the top of the graph, the grey shaded area as existing external loans and the strong red line as the requirement for external borrowing (the dotted red line is without a liquidity allowance of £10m. The lighter grey shaded demonstrates the Council's LOBO loans discussed in section 5.10 above. The space in-between the underlying need to borrow and the external borrowing demonstrates the use of internal resources to cover borrowing requirements. Otherwise known as internal borrowing.
- 9.5. Internal borrowing is generally considered to be good value for money as it is often more expensive to borrow than the returns you get for investment. Therefore, if the internal resources were invested and the funds borrowed to cover the borrowing requirement this likely would lead to a net loss.
- 9.6. This graph demonstrates that by using internal resources the Council is likely to not have a future external borrowing requirement and that existing borrowing is sufficient to meet requirements.
- 9.7. However, as shown above there is a pinch point around 2028 whereby if forecasts are adjusted significantly to the downside a borrowing requirement may emerge.

- 9.8. Maturity Structure of Borrowing: This indicator is set to control the Council's exposure to refinancing risk. The upper and lower limits on the maturity structure of all borrowing were:

	30.09.23 Actual £m	30.09.23 Actual %	Upper Limit	Lower Limit	Complied ?
Under 12 months	5.6	9%	70%	0%	Yes
12 months and within 24 months	1.3	2%	30%	0%	Yes
24 months and within 5 years	3.2	5%	30%	0%	Yes
5 years and within 10 years	2.5	4%	90%	0%	Yes
10 years and within 20 years	43.8	71%	90%	0%	Yes
20 years and above	5.7	9%	30%	0%	Yes

- 9.9. Time periods start on the first day of each financial year. The maturity date of borrowing is the earliest date on which the lender can demand repayment. Therefore, the LOBO is considered to be maturing in under 12 months despite the maturity date being 2055.

- 9.10. Long-term Treasury Management Investments: The purpose of this indicator is to control the Council's exposure to the risk of incurring losses by seeking early repayment of its investments. The prudential limits on the long-term treasury management limits are:

	2023/24	2024/25	2025/26	No Fixed Date
Actual principal invested beyond year end	£0	£0	£0	£0
Limit on principal invested beyond year end	£60m	£10m	£10m	£10m
Complied?	Yes	Yes	Yes	Yes

- 9.11. Long-term investments with no fixed maturity date include strategic pooled funds, real estate investment trusts and directly held equity but exclude money market funds and bank accounts with no fixed maturity date as these are considered short-term.

10. Additional indicators

- 10.1. Security: The Council has adopted a voluntary measure of its exposure to credit risk by monitoring the value-weighted average credit rating of its investment portfolio. This is calculated by applying a score to each investment (AAA=1, AA+=2, etc.) and taking the arithmetic average, weighted by the size of each investment. Unrated investments are assigned a score based on their perceived risk.

	31.09.23 Actual	2023/24 Target	Complied?
Portfolio average credit rating	AA-	A-	Yes

- 10.2. Liquidity: The Council has adopted a voluntary measure of its exposure to liquidity risk by monitoring the amount of cash available to meet unexpected payments within a rolling three-month period, without additional borrowing.

	30.09.23 Actual	2023/24 Target	Complied?
Total cash available within 3 months	£46.5m	£2.5m	Yes

- 10.3. Interest Rate Exposures: This indicator is set to control the Council's exposure to interest rate risk. Bank Rate rose by 0.25% during the quarter, from the prevailing rate of 5% on 1 July to 5.25% by 30 September.

Interest rate risk indicator	30.09.23 Actual	2023/24 Limit	Complied?
Upper limit on one-year revenue impact of a 1% rise in interest rates	441,616	600,000	Yes
Upper limit on one-year revenue impact of a 1% fall in interest rates	-441,616	-600,000	Yes

- 10.4. For context, the changes in interest rates during the quarter were:

Context - Interest Rate changes	31/3/23	30/9/23
Bank Rate	4.25%	5.25%
1-year PWLB certainty rate, maturity loans	4.78%	5.68%
5-year PWLB certainty rate, maturity loans	4.31%	5.22%
10-year PWLB certainty rate, maturity loans	4.33%	5.25%
20-year PWLB certainty rate, maturity loans	4.70%	5.63%
50-year PWLB certainty rate, maturity loans	4.41%	5.41%

- 10.5. The impact of a change in interest rates is calculated on the assumption that maturing loans and investment will be replaced at new market rates.

Appendix 1



Investment Benchmarking 30 June 2023

NW Leicestershire
42 English Non-Met Districts Average
125 LAs Average

Internal Investments	£53.0m	£29.3m	£67.2m
Cash Plus & Short Bond Funds	£0.0m	£1.8m	£1.4m
Strategic Pooled Funds	£0.0m	£15.0m	£12.7m
TOTAL INVESTMENTS	£53.0m	£46.1m	£81.3m

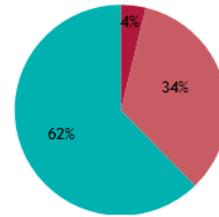
Security			
Average Credit Score	4.34	4.66	4.65
Average Credit Rating	AA-	A+	A+
Average Credit Score (time-weighted)	3.94	4.37	4.43
Average Credit Rating (time-weighted)	AA-	AA-	AA-
Number of Counterparties / Funds	8	12	12
Proportion Exposed to Bail-in	38%	65%	63%

Liquidity			
Proportion Available within 7 days	38%	43%	54%
Proportion Available within 100 days	45%	61%	72%
Average Days to Maturity	87	45	11

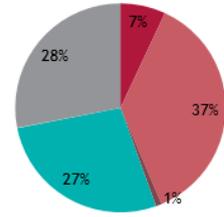
Market Risks			
Average Days to Next Rate Reset	102	67	46
Strategic Fund Volatility	-	5.3%	7.1%

Yield			
Internal Investment Return	4.63%	4.50%	4.44%
Cash Plus Funds - Income Return	-	1.76%	1.77%
Strategic Funds - Income Return	-	4.07%	4.01%
Total Investments - Income Return	4.63%	4.26%	4.32%
Cash Plus Funds - Capital Gain/Loss	-	0.39%	0.37%
Strategic Funds - Capital Gain/Loss	-	-11.04%	-12.56%
Total Investments - Total Return	4.63%	1.54%	2.34%

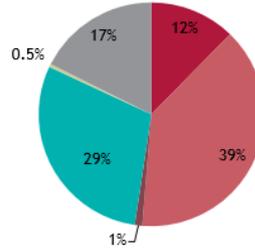
NW Leicestershire



English Non-Met Districts



All Arlingclose Clients



Notes

- Unless otherwise stated, all measures relate to internally managed investments only, i.e. excluding external pooled funds.
- Averages within a portfolio are weighted by size of investment, but averages across authorities are not weighted.
- Credit scores are calculated as AAA = 1, AA+ = 2, etc.
- Volatility is the standard deviation of weekly total returns, annualised.

Prudential Indicators Half-Yearly (April to September) Update 2023/24

- 1.1 The Council measures and manages its capital expenditure and borrowing with references to the following indicators.
- 1.2 It is now a requirement of the CIPFA Prudential Code that these are reported on a quarterly basis.
- 1.3 **Capital Expenditure:** The Council has undertaken and is planning capital expenditure as summarised below:

	2022/23 actual £m	2023/24 forecast £m	2024/25 budget £m	2025/26 budget £m
General Fund services	5.8	9.4	11.9	5.5
Housing Revenue Account (HRA)		10.2	15.5	14.3
Capital investments	0.0	0.0	0.0	0.0

- 1.4 The main General Fund capital projects to date have included expenditure of £1.7m on major refurbishment works to the Council's main offices, £1.5m of expenditure to replace the Council's fleet vehicles with green vehicles and spend of £0.4m on public realm improvement works at Marlborough square. The Housing Revenue Account (HRA) expenditure is recorded separately and to date includes £1.4m expenditure to carry improvement works to existing housing stock. Some this expenditure includes work to kitchens, bathrooms, doors and windows as well as fire safety works.
- 1.5 **Capital Financing Requirement:** The Council's cumulative outstanding amount of debt finance is measured by the capital financing requirement (CFR). This increases with new debt-financed capital expenditure and reduces with Minimum Revenue Provision (MRP) / loans fund repayments and capital receipts used to replace debt.

	31.3.2023 actual	31.3.2024 forecast	31.3.2025 budget	31.3.2026 budget
General Fund services	41.8	43.3	44.6	43.9
Council housing (HRA)	55.2	53.6	55.0	61.4
Capital investments	0.0	0.0	0.0	0.0
TOTAL CFR	97.0	96.9	99.6	105.3

- 1.6 **Gross Debt and the Capital Financing Requirement:** Statutory guidance is that debt should remain below the capital financing requirement, except in the short term. The Council has complied and expects to continue to comply with this requirement

in the medium term as is shown below.

	31.3.2023 actual	31.3.2024 forecast	31.3.2025 budget	31.3.2026 budget	Debt at 30.9.2023
Debt (incl. PFI & leases)	62.6	59.9	58.6	57.3	62.0
Capital Financing Requirement	97.0	96.9	99.6	105.3	

- 1.7 **Debt and the Authorised Limit and Operational Boundary:** The Council is legally obliged to set an affordable borrowing limit (also termed the Authorised Limit for external debt) each year and to keep it under review. In line with statutory guidance, a lower “operational boundary” is also set as a warning level should debt approach the limit.

	Maximum debt 2023/24	Debt at 30.9.23	2023/24 Authorised Limit	2023/24 Operational Boundary	Complied?
Borrowing	62.6	62.0	62.6	72.6	Yes
PFI and Finance Leases	0.00	0.00	0.00	0.00	Yes
Total debt	62.6	62.0	62.6	72.6	YES

- 1.8 Since the operational boundary is a management tool for in-year monitoring it is not significant if the boundary is breached on occasions due to variations in cash flow, and this is not counted as a compliance failure. Total debt was above the operational boundary for nil days during the first six months of the year.
- 1.9 **Proportion of Financing Costs to Net Revenue Stream:** Although capital expenditure is not charged directly to the revenue budget, interest payable on loans and MRP / loans fund repayments] are charged to revenue.
- 1.10 The net annual charge is known as financing costs; this is compared to the net revenue stream i.e. the amount funded from Council Tax, business rates and general government grants and rents for the HRA.

	2022/23 actual	2023/24 forecast	2024/25 budget	2025/26 budget
<u>General Fund</u>				
Financing costs (£m)	1.8	1.8	2.2	2.2

Proportion of net revenue stream	11%	10%	12%	13%
<u>Housing Revenue Account</u>				
Financing costs (£m)	1.2	1.2	1.3	1.3
Proportion of net revenue stream	7%	6%	6%	6%

- 1.11 **Treasury Management Indicators:** These indicators (Liability Benchmark, Maturity Structure of Borrowing, Long-Term Treasury Management Investments) are within the Treasury Management Half-Yearly Activity Report 2023/24.

This page is intentionally left blank

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COUNCIL – TUESDAY, 30 JANUARY 2024



Title of Report	APPOINTMENT OF REPRESENTATIVE ON COMMUNITY BODY	
Presented by	Councillor Keith Merrie Infrastructure Portfolio Holder	
Background Papers	Correspondence from Community Bodies requesting nominations held by Democratic Services.	Public Report: Yes
Financial Implications	There are no direct financial implications.	
	Signed off by the Section 151 Officer: Yes	
Legal Implications	To comply with the Council's Constitution and the requirements and of the East Midlands Airport Independent Consultative Committee Constitution.	
	Signed off by the Monitoring Officer: Yes	
Staffing and Corporate Implications	There are no direct implications.	
	Signed off by the Head of Paid Service: Yes	
Purpose of Report	To appoint a relevant ward member to the East Midlands Airport Independent Consultative Committee	
Recommendations	<ol style="list-style-type: none"> 1. THAT COUNCILLOR R SUTTON BE APPOINTED TO SERVE AS THE COUNCIL'S REPRESENTATIVE ON THE EAST MIDLANDS AIRPORT INDEPENDENT CONSULTATIVE COMMITTEE AND; 2. THAT COUNCILLOR N RUSHTON BE APPOINTED AS A SUBSTITUTE ON THE EAST MIDLANDS AIRPORT INDEPENDENT CONSULTATIVE COMMITTEE 	

1.0 EAST MIDLANDS AIRPORT INDEPENDENT CONSULTATIVE COMMITTEE

- 1.1 Members are aware that currently the Chair of Planning Committee is the Council's appointed representative to the East Midlands Airport Independent Consultative Committee. The Deputy Chair of Planning Committee is appointed as the substitute.
- 1.2 Councillors Boam and Morris are to step down as the representatives and following consultation with the Consultative Committee's Chair and Secretariat, it has been confirmed that there is no requirement for the representative to be the Chair of Planning and that a

relevant ward member would be acceptable. The Committee has also confirmed that although there is no requirement to appoint a substitute, it is the authority's choice to do so, to ensure representation at the meetings.

1.3 The footprint of the Airport covers four of the wards within the District. These are:

- Kegworth
- Long Whatton and Diseworth
- Daleacre Hill
- Castle Donington Castle

1.4 Invitations to submit a nomination for the seat were sent to the four ward members and responses were received from Councillors N Rushton and R Sutton.

1.5 Council is, therefore, asked to agree that Councillor R Sutton be appointed to serve on the East Midlands Airport Independent Consultative Committee and Councillor N Rushton be appointed as a substitute on the Committee.

Policies and other considerations, as appropriate	
Council Priorities:	Planning and regeneration Clean, green and Zero Carbon Communities and housing A well-run council
Policy Considerations:	Constitution
Safeguarding:	Terms of Reference of the Community Body.
Equalities/Diversity:	Terms of Reference of the Community Body.
Customer Impact:	None identified.
Economic and Social Impact:	None identified.
Environment, Climate Change and Zero Carbon:	None identified.
Consultation/Community Engagement:	East Midlands Airport Independent Consultative Committee, The Leader of the Council and Relevant Ward Members.
Risks:	To ensure appropriate representation on the East Midlands Airport Independent Consultative Committee.
Officer Contact	Elizabeth Warhurst Head of Legal and Support Services elizabeth.warhurst@nwleicestershire.gov.uk

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL
COUNCIL – TUESDAY, 30 JANUARY 2024



Title of Report	URGENT DECISIONS TAKEN BY CABINET	
Presented by	Councillor Richard Blunt Leader of the Council	
Background Papers	Council's Constitution Cabinet – 21 November 2023 Agenda for Cabinet on Tuesday, 9th January, 2024, 5.00 pm - North West Leicestershire District Council (nwleics.gov.uk)	Public Report: Yes
Financial Implications	Financial implications were taken into account by Cabinet in reaching its decisions.	
	Signed off by the Section 151 Officer: Yes	
Legal Implications	Legal implications were taken into account by the Cabinet in reaching the decisions.	
	Signed off by the Monitoring Officer: Yes	
Staffing and Corporate Implications	There are no staffing and corporate implications	
	Signed off by the Head of Paid Service: Yes	
Purpose of Report	In accordance with the Council's Constitution, to formally report that Cabinet has taken decisions, which are considered to be urgent and, if delayed, would be likely to cause serious prejudice to the Council's interests.	
Recommendations	THAT COUNCIL NOTES THE REPORT.	

1.0 BACKGROUND

- 1.1 As set out in Rule 15 (call-in urgency) of Part 3, Section D of the Council's Constitution, the call-in procedure may be suspended where a decision being taken by the Cabinet is urgent. A decision is considered urgent if any delay likely to be caused by the call-in process would seriously prejudice the Council's or the public's interests.
- 1.2 In all circumstances, the Chairman of the Council must agree that the decision is reasonable and must agree to the decision being treated as a matter of urgency.
- 1.3 Decisions taken as a matter of urgency must be recorded in the minutes and be reported to the next available meeting of the Council, together with the reasons for urgency.
- 1.4 Decisions that required the waiver of call-in are detailed at section 2 of the report.

2.0 WAIVER OF CALL-IN DECISIONS MADE BY CABINET

2.1 Five executive decisions were taken by Cabinet, where the Chairman of the Council agreed that any delay caused by call-in process would seriously prejudice the Council's or the public's interests.

2.2 A summary of the decisions made is detailed below:-

2.3 Cabinet – Tuesday, 21 November 2023 –

Enforcement Agency Services

The approval of the Chairman of the Council was given to the exemption of the Council's Scrutiny Procedure rules in relation to the call-in of the decision on the item, since any call-in would prejudice the ability of the Council to sign a new contract before 30 November 2023 to meet the contract start date.

The Contract had been procured by the Leicestershire Revenues and Benefits Partnership team and so it was necessary that all partner authorities (NWLDC, Hinckley and Bosworth and Harborough) signed simultaneously.

2.4 Cabinet – Tuesday, 9 January 2024 –

Robustness Of Budget Estimates and Adequacy Of Reserves

Draft Capital Strategy, Treasury Management Strategy and Prudential Indicators

Draft General Fund Budget 2024/25

Draft Housing Revenue Account (HRA) Budget and Rents 2024/25

The Council is required to consult on its planned budgets every year. Due to the timing of Local Government Finance Settlement, Cabinet was not able to consider the draft budget for consultation until 9 January 2024. In order to maximise the time allowed for the consultation, the Chairman agreed to waive the call-in period. This enabled the consultation to start the day after Cabinet and run for two and a half weeks.

Policies and other considerations, as appropriate	
Council Priorities:	Planning and regeneration Clean, green and Zero Carbon Communities and housing A well-run council
Policy Considerations:	As detailed on each report that was considered by Cabinet.
Safeguarding:	As detailed on each report that was considered by Cabinet.
Equalities/Diversity:	As detailed on each report that was considered by Cabinet.
Customer Impact:	As detailed on each report that was considered by Cabinet.
Economic and Social Impact:	As detailed on each report that was considered by Cabinet.
Environment, Climate Change and Zero Carbon:	As detailed on each report that was considered by Cabinet.
Consultation/Community/Tenant Engagement:	Chairman of the Council
Risks:	To comply with Special Urgency Rule 15, Section C

	of Part 3 of the Council's Constitution, the decisions made by Cabinet are to be reported to Council and Rule 15 (call-in urgency), Section D of Part 3 of the Council's Constitution that suspensions of Call-In in relation to urgent decisions made by Cabinet are to be reported to Council.
Officer Contact	Elizabeth Warhurst Head of Legal and Commercial Services elizabeth.warhurst@nwleicestershire.gov.uk

This page is intentionally left blank