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Meeting	CABINET
Time/Day/Date	5.00 pm on Tuesday, 26 November 2024
Location	Abbey Room, Stenson House, London Road, Coalville, LE67 3FN
Officer to contact	Democratic Services (01530 454512)

AGENDA

Item	Pages
1. APOLOGIES FOR ABSENCE	
2. DECLARATION OF INTERESTS	
Under the Code of Conduct members are reminded that in declaring interests you should make clear the nature of that interest and whether it is a disclosable pecuniary interest, registerable interest or other interest.	
3. PUBLIC QUESTION AND ANSWER SESSION	
4. MINUTES	
To confirm the minutes of the meeting held on 22 October 2024	3 - 6
5. MINUTES OF THE COALVILLE SPECIAL EXPENSES WORKING PARTY	
The report of the Strategic Director of Place Presented by the Business and Regeneration Portfolio Holder	7 - 10
6. FORMER TENANT RENT ARREARS, CURRENT TENANT RENT ARREARS, COUNCIL TAX, NON-DOMESTIC RATES AND SUNDRY DEBTS WRITE OFFS	
The report of the Strategic Director of Resources Presented by the Corporate Portfolio Holder	11 - 14

Circulation:

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

MINUTES of a meeting of the CABINET held in the Abbey Room, Stenson House, London Road, Coalville, LE67 3FN on TUESDAY, 22 OCTOBER 2024

Present: Councillor R Blunt (Chair)

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

In Attendance: Councillors A Barker, P Moulton and S Sheahan

Officers: Mr J Arnold, Mr A Barton, Mr P Stone, Ms K Hiller, Mr T Devonshire and Mr M Murphy

52. APOLOGIES FOR ABSENCE

Apologies were received from Councillors N Rushton and T Saffell.

53. DECLARATION OF INTERESTS

There were no interests declared.

54. PUBLIC QUESTION AND ANSWER SESSION

There were no questions received.

55. MINUTES

The minutes of the meeting held on 24 September 2024 were considered.

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

RESOLVED THAT:

The minutes of the meeting held on 24 September 2024 be confirmed as an accurate record of proceedings.

56. DISTRICT WIDE REGENERATION FRAMEWORK

The Business and Regeneration Portfolio Holder presented the report.

The Chair commended the district wide focus on investing money on regeneration projects.

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

RESOLVED THAT:

1. The documented appended to the report be adopted as the District-Wide Regeneration Framework.
2. Authority be delegated to the Strategic Director of Place, in consultation with the Business and Regeneration Portfolio Holder, to make any minor changes to the document required.

Reason for decision: The 2023-28 Council Delivery Plan identifies that the Council will have developed a regeneration framework and will be on the way to supporting thriving towns, villages and communities across the district.

57. REDEVELOPMENT OF THE FORMER COUNCIL OFFICES/ STENSON SQUARE GARDENS

The Leader of the Council presented the report.

Several Members expressed strong support for the scheme, which would be an integral element of regenerating Coalville and would bring in private sector investment.

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

RESOLVED THAT:

1. £150,000 of funding (comprising £106,207 from UKSPF and £43,793 from the Coalville Regeneration Capital Programme) towards the delivery of the next stage of preparatory works for the Stenson Square Gardens Project be approved.
2. The award of the contract to OVE ARUP limited to deliver the next stages of design and preparatory works for the Stenson Square Gardens Project up to a value of £150,000 be approved, and authority be delegated to the Strategic Director of Place to enter into all necessary legal agreements.

Reason for decision: The anticipated contract sum is £150,000. Under the Council's constitutional arrangements, the award of contracts of this size (with spend falling within one year) require a decision of Cabinet.

58. LOCAL ENFORCEMENT PLAN

The Infrastructure Portfolio Holder presented the report, on behalf of the Planning Portfolio Holder.

The Chair expressed support for the scheme, which would reassure residents that the Council was ready and willing to intervene to uphold planning regulations.

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

RESOLVED THAT:

1. The Local Enforcement Plan be approved.
2. Authority for all future technical and minor changes be delegated to the Strategic Director of Place in conjunction with the Portfolio Holder for Planning.

Reason for decision: To agree the new Local Enforcement Plan as adopted policy.

59. COUNCIL DELIVERY PLAN - PERFORMANCE REPORT QUARTER 2 2024/25

The Infrastructure Portfolio Holder presented the report. After setting out the progress against indicators achieved within the quarter he set out his response to the comments of the Corporate Scrutiny Committee on 29 August 2024. Guidance on sectorial best practice had been solicited as appropriate during the drafting process for the Council Delivery Plan, and there had been a number of opportunities for the Corporate Scrutiny Committee to have their input too. Therefore, there were no plans to revisit or redraft the current plan by the administration.

The Housing, Property and Customer Services Portfolio Holder said that manager level vacancies in the housing department were being filled which would significantly contribute to improving responses to housing complaints, which were the highest service area contributor to the overall total of complaints.

The Business and Regeneration Portfolio Holder noted that the Coalville and District-wide Regeneration Framework indicators were both on target at this moment. Furthermore, the

achievement of milestones around the commencing of regeneration projects also indicated a successful approach.

The Communities and Climate Change Portfolio Holder welcomed the development of the Tree Management Strategy and the increase in restaurants with a 5-star food hygiene rating in the district, and he expressed disappointment in the delay to the Waste Services Review due to a lack of guidance from Central Government.

The Strategic Director of Resources spoke on behalf of the Corporate Portfolio Holder. He advised that the publication of the Statement of Accounts for 2022/23 was imminent, and both these accounts and the 2021/22 accounts would receive a Value for Money opinion on 9 December 2024, in keeping with statutory requirements to resolve the backlog. Limited assurances from a recent internal audit were also a significant way towards being addressed. The appointment of a Transformation Officer was also imminent and they would focus on improving efficiencies in systems and processes.

On behalf of the Planning Portfolio Holder, the Infrastructure Portfolio Holder welcomed the fact that the determination of major, minor and other planning applications were all above target for the second quarter, whilst the progress on the good design guide continued to be made.

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

RESOLVED THAT:

The report be noted.

Reason for decision: To make Members aware of the early progress of the Plan.

60. AIR QUALITY UPDATE

The Communities and Climate Change Portfolio Holder presented the report.

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

RESOLVED THAT:

1. The Air Quality Update report be noted.
2. The comments from Community Scrutiny Committee be noted.
3. The proposed revocation of the Copt Oak AQMA be approved.
4. The annual status report (ASR) to be submitted to DEFRA be noted.

Reason for decision: To seek approval to revoke the Copt Oak AQMA.

61. EXCLUSION OF PRESS AND PUBLIC

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

RESOLVED THAT:

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

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

62. EAST MIDLANDS DEVELOPMENT COMPANY LIMITED

The Infrastructure Portfolio Holder presented the report, on behalf of the Planning Portfolio Holder.

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

RESOLVED THAT:

The recommendations contained within the report be approved.

Reason for decision: In March 2021, Cabinet delegated the function to make decisions on behalf of the Council as Member of the company to the Portfolio Holder for Planning and Infrastructure. This has enabled the Portfolio Holder to attend meetings of the Oversight Authority (where company member decisions are taken) and to vote accordingly. As this decision relates to the dissolution of the company, it is considered appropriate that Cabinet gives consideration to the Council's position and how the Portfolio Holder should vote on any voluntary dissolution resolution.

63. AWARD OF CONTRACTS - MARLBOROUGH CENTRE PRE-CONSTRUCTION SERVICES AGREEMENT (PCSA)

The Leader of the Council presented the report.

A discussion was had.

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

RESOLVED THAT:

The recommendations contained within the report be approved.

Reason for decision: The contract sum is £253,829. Under the Council's constitutional arrangements, the award of contracts of this size require a decision of Cabinet.

64. ACQUISITIONS AND DISPOSALS

The Housing, Property and Customer Services Portfolio Holder presented the report.

A discussion was had.

It was moved by Councillor A Woodman, seconded by Councillor M Wyatt and

RESOLVED THAT:

The recommendations contained within the report be approved.

Reason for decision: To provide high quality housing to the district.

The meeting commenced at 5.00 pm

The Chairman closed the meeting at 5.35 pm

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

CABINET – TUESDAY, 26 NOVEMBER 2024



Title of Report	MINUTES OF THE COALVILLE SPECIAL EXPENSES WORKING PARTY	
Presented by	Councillor Tony Gillard Business and Regeneration Portfolio Holder PH Briefed <input type="checkbox"/> Yes	
Background Papers	(Public Pack)Agenda Document for Coalville Special Expenses Working Party, 08/10/2024 18:30 (nwleics.gov.uk)	Public Report: Yes
		Key Decision: Yes
Financial Implications	As set out in the reports to the Coalville Special Expenses Working Party (CSEWP) on 8 October 2024.	
	Signed off by the Section 151 Officer: Yes	
Legal Implications	Legal advice was provided during the drafting of all reports to the CSEWP on 8 October 2024.	
	Signed off by the Monitoring Officer: Yes	
Staffing and Corporate Implications	There are no staffing or corporate implications arising from the report.	
	Signed off by the Head of Paid Service: Yes	
Purpose of Report	To share the minutes of the Coalville Special Expenses Working Party from 8 October 2024.	
Reason for Decision	So that the decisions of the Coalville Special Expenses Working Party can be considered.	
Recommendations	THAT CABINET NOTES THE MINUTES OF THE COALVILLE SPECIAL EXPENSES WORKING PARTY AT APPENDIX 1.	

1.0 BACKGROUND

- 1.1 The Coalville Special Expenses Working Party consists of all ward members from the Coalville Special Expenses Area and meets as often as is required to meet business demands, which is usually quarterly.
- 1.2 As the Working Party reports directly to Cabinet, all recommendations made are to be sent to the first available Cabinet meeting for final approval.

2.0 TERMS OF REFERENCE

- 2.1 To consider budget and financial issues which either solely or predominantly affect the Coalville Special Expenses Area and to make recommendations to Cabinet.
- 2.2 To receive reports and examine possible project options on which recommendations will be made to Cabinet.

3.0 RECOMMENDATIONS TO CABINET FROM THE MEETING ON 8 OCTOBER 2024

3.1 Events Update

- 3.1.1 No recommendations were made.

Policies and other considerations, as appropriate	
Council Priorities:	<ul style="list-style-type: none">- Communities and Housing- Planning and Regeneration
Policy Considerations:	Taken into consideration in drafting of reports to CSEWP.
Safeguarding:	Taken into consideration in drafting of reports to CSEWP.
Equalities/Diversity:	Taken into consideration in drafting of reports to CSEWP.
Customer Impact:	Taken into consideration in drafting of reports to CSEWP.
Economic and Social Impact:	The reports and proposals presented to CSEWP will have positive economic and social impacts.
Environment, Climate Change and Zero Carbon:	Taken into consideration in drafting of reports to CSEWP.
Consultation/Community/Tenant Engagement:	Taken into consideration in drafting of reports to CSEWP.
Risks:	None identified.
Officer Contact	Paul Wheatley Head of Property and Regeneration Paul.Wheatley@nwleicestershire.gov.uk

MINUTES of a meeting of the COALVILLE SPECIAL EXPENSES WORKING PARTY held in the Abbey Room, Stenson House, London Road, Coalville, LE67 3FN on TUESDAY, 8 OCTOBER 2024

Present: Councillor M B Wyatt (Chair)

Councillors M Burke, D Everitt, M French, J Geary, J Legrys, J Windram, L Windram and C Beck

Officers: Mrs W May, Mr P Wheatley and Mr T Devonshire

5. APOLOGIES FOR ABSENCE

There were no apologies received.

6. DECLARATIONS OF INTEREST

Councillor M Wyatt declared a registerable interest as the owner of two businesses within the town.

7. MINUTES OF THE PREVIOUS MEETING

Consideration was given to the meeting held on 13 August 2024.

It was moved by Councillor L Windram, seconded by Councillor M Burke, and

RESOLVED THAT:

The minutes of the meeting held on 13 August 2024 be approved as an accurate record of proceedings.

8. 2024/25 EVENTS UPDATE

The Head of Property and Economic Regeneration presented the report.

Members discussed Christmas in Coalville. They commended the securing of some UKSPF funding to improve the Christmas light display and supported the change to the type of tree which would be used for Christmas in Coalville as well.

In response to a Member, Officers confirmed that the fire show and snow canon aspects of Christmas in Coalville were still intended to go ahead and they would communicate with Members should anything change.

The Chair thanked the Head of Property and Regeneration Members and the Economic Development Officers for their work in securing the UKSPF funding.

It was agreed that the Officers would draft a letter of thanks to Bardon Aggregate on behalf of the CSEWP and the Chair would sign it.

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

RESOLVED THAT:

1. The progress made against the 2024/25 Events and Christmas Lights Programme be noted.
2. The 2025/26 draft Events Programme be noted.

The meeting commenced at 6.30 pm

The Chairman closed the meeting at 6.44 pm

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

CABINET – TUESDAY, 26 NOVEMBER 2024



Title of Report	FORMER TENANT RENT ARREARS, CURRENT TENANT RENT ARREARS, COUNCIL TAX, NON-DOMESTIC RATES AND SUNDRY DEBTS WRITE OFFS	
Presented by	Councillor Nick Rushton Corporate Portfolio Holder PH Briefed <input checked="" type="checkbox"/>	
Background Papers	All information used in compiling the report contain exempt information under paragraph 3 of Part 1 to Schedule 12A Local Government Act 1972.	Public Report: Yes
		Key Decision: Yes
Financial Implications	There are no additional financial impacts as all the debts are met from the Council's bad debt provision for previous years' arrears or from in-year income if the debts relate to the current financial year.	
	Signed off by the Section 151 Officer: Yes	
Legal Implications	There are no direct legal implications from this report.	
	Signed off by the Monitoring Officer: Yes	
Staffing and Corporate Implications	None identified.	
	Signed off by the Head of Paid Service: Yes	
Purpose of Report	To approve write offs over £10,000 in compliance with the Council's Constitution.	
Reason for Decision	To comply with proper accounting practices.	
Recommendations	THAT CABINET APPROVES THE NON-NATIONAL DOMESTIC RATES AND SUNDRY DEBTORS THAT ARE OVER £10,000.	

1.0 BACKGROUND

- 1.1 The purpose of this report is to seek approval to write off debts over £10,000. This report details write-offs in relation to non-national domestic rates (NNDR) and sundry debtors.
- 1.2 Details of overall write offs will be reported annually.

- 1.3 Writing off debts is only considered where appropriate recovery and enforcement options have been taken, or, where the Council is legally prohibited from pursuing the debt. These include:
- bankruptcy or a Debt Relief Order is in place.
 - deceased – no assets within the assets.
 - debtor absconded or no trace.
 - company in liquidation/dissolved or ceased trading with no assets.
 - severe hardship and/or serious health issues.
 - statute barred i.e. the Council cannot legally pursue the debt as there has been six years since the debt fell due and no action has been taken to collect the debt.
 - uneconomical to collect i.e. it is not financially viable to take further action for example due to the low level of the debt or they have gone abroad.

2.0 NATIONAL NON-DOMESTIC RATES AND SUNDRY DEBTORS

- 2.1 There are three NNDR debts over £10,000 for which Cabinet approval is sought amounting to £87,772.37. Summary information is provided in Appendix A.
- 2.2 There is one Sundry Debtor debt over £10,000 for which Cabinet approval is sought amounting to £19,377.40. Summary information is provided in Appendix B.
- 2.3 There are no write offs over £10,000 in relation to former tenant arrears, current tenant arrears or council tax debts to be considered in this report.
- 2.4 Writing off debt is only ever considered as a last resort. In the above instances when companies, sole traders or partnerships become insolvent, the Council is prohibited from taking any further action as all of their outstanding debts are included within the Administration, Liquidation or personal bankruptcy.

Policies and other considerations, as appropriate	
Council Priorities:	A well-run Council
Policy Considerations:	Council Constitution
Safeguarding:	Not applicable
Equalities/Diversity:	Not applicable
Customer Impact:	Not applicable
Economic and Social Impact:	Not applicable
Environment, Climate Change and Zero Carbon:	Not applicable
Consultation/Community/Tenant Engagement:	Not applicable
Risks:	Regular reviews of debts for write off mitigates the risk that the Council's accounts do not reflect the true level of recoverable income. It is also part of an effective arrears management strategy.
Officer Contact	Anna Crouch Head of Finance anna.crouch@nwleicestershire.gov.uk

NATIONAL NON DOMESTIC RATES (NNDR) OVER £10,000 FOR WRITE-OFF

Sole-trader or Company	Status	Older arrears £	2019/20 £	2020/21 £	2021/22 £	2022/23 £	2023/24 £	2024/25 £	Total £
Limited Company	In Companies Voluntary Arrangement	0.00	0.00	0.00	0.00	0.00	18,427.25	0.00	18,427.25
Limited Company	In Liquidation	0.00	0.00	77.5	4,911.72	5,186.24	0.00	0.00	10,175.46
Limited Company	In Companies Voluntary Arrangement	0.00	0.00	0.00	0.00	55,041.00	4,128.66	0.00	59,169.66
Sole Trader	No Trace	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total		0.00	0.00	77.50	4,911.72	60,227.24	22,555.91	0.00	87,772.37

SUNDRY DEBTORS OVER £10,000 FOR WRITE-OFF

Sole-trader or Company	Status	Older arrears £	2019/20 £	2020/21 £	2021/22 £	2022/23 £	2023/24 £	2024/2025 £	Total £
Limited Company	In Liquidation	0.00	0.00	0.00	0.00	0.00	19,377.40	0.00	19,377.40
Total		0.00	0.00	0.00	0.00	0.00	19,377.40	0.00	19,377.40