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Meeting	COMMUNITY SCRUTINY COMMITTEE
Time/Day/Date	6.30 pm on Thursday, 26 June 2025
Location	Forest Room, Stenson House, London Road, Coalville, LE67 3FN
Officer to contact	Democratic Services (01530 454512)

AGENDA

Item		Pages
1. APOLOGIES FOR ABSENCE		
2. DECLARATION OF INTERESTS		
	Under the Code of Conduct members are reminded that in declaring interests you should make clear the nature of that interest and whether it is a disclosable pecuniary interest, registerable interest or other interest.	
3. PUBLIC QUESTION AND ANSWER SESSION		
	To receive questions from members of the public under rule no.10 of the Council Procedure Rules. The procedure rule provides that members of the public may ask any question on any matter in relation to which the Council has powers or duties which affect the District, provided that three clear days' notice in writing has been given to the Head of Legal and Support Services.	
4. MINUTES		
	To approve and sign the minutes of the meeting held on 27 March 2025	3 - 6
5. FOUNDATIONS REVIEW - DISABLED FACILITIES GRANTS DELIVERY		
	Report of the Head of Community Services	7 - 22
6. SCRUTINY ANNUAL REPORT		
	Report of the Strategic Director of Place	23 - 40
7. ESTABLISHMENT OF WATER MANAGEMENT IN THE COALVILLE STRATEGIC GROWTH AREA TASK AND FINISH GROUP		
	Report of the Strategic Director of Place	41 - 50

8. ITEMS FOR INCLUSION IN THE FUTURE WORK PROGRAMME

To consider any items to be included in the work programme. The plan of forthcoming Cabinet decisions and the current work programme are attached for information.

51 - 72

Circulation:

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

MINUTES of a meeting of the COMMUNITY SCRUTINY COMMITTEE held in the Forest Room, Stenson House, London Road, Coalville, LE67 3FN on THURSDAY, 27 MARCH 2025

Present: Councillor T Eynon (Chair)

Councillors M Blair-Park, M French, S Lambeth, P Lees, E Parle, L Windram, N Smith (Substitute for Councillor M Ball), J Windram (Substitute for Councillor K Horn) and C A Sewell (Substitute for Councillor D Bigby)

In Attendance: Councillors A Barker, D Everitt, J Legrys and P Moul

Portfolio Holders: Councillors M B Wyatt

Officers: Mr J Arnold, Mr T Devonshire, Ms J McGarry, Mr A Barton, Mr P Stone and Mr P Sanders

66. APOLOGIES FOR ABSENCE

Apologies were received from Councillors M Ball, D Bigby, and K Horn.

67. DECLARATION OF INTERESTS

There were no interests declared.

68. PUBLIC QUESTION AND ANSWER SESSION

There were no questions received.

69. MINUTES

Consideration was given to the minutes of the meeting held on 6 February 2025.

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

RESOLVED THAT:

The minutes of the meeting held on 6 February 2025 be approved as an accurate record of proceedings.

70. THE FUTURE OF WASTE SERVICES

The Head of Community Services presented the report, with support from Eunomia consultants.

Members asked whether the specific changes being proposed would be obvious to the public. The Head of Community Services advised that a detailed programme of engagement would be undertaken to communicate the specific differences to residents.

In response to Members, the Head of Community Services answered a range of technical questions on what could and could not be recycled, and why, and when more bespoke solutions would be deployed. With support from Eunomia consultants, he also set out some of the strategic considerations behind the favoured proposal.

The Chair referenced questions the Unions had raised with her, and a discussion was held regarding future staffing arrangements and support for staff. The Head of Community Services advised that the Council wanted to protect and retain staff, that he engaged with

trade unions on a monthly basis, and that there were many mitigating options available; nevertheless, Members should note this was a service which had significant staff turnover due to the nature of the work. Agency staff were only used when mitigating sickness or extra demand. The proposed option would reduce physical strain of the job, this would, in turn, reduce the levels of sickness related absence which would consequently reduce the use of agency staff.

An extensive discussion was held concerning the potential impact of the proposed local government reorganisation and the creation of a unitary authority may have on the proposals. The Head of Community Services advised that this proposal was ahead of legislative requirements and be an example of best practice to other authorities in Leicestershire. It would be for the new authority to synthesise the different waste service operations throughout the County, but it was highly likely that separate systems would carry on for some years before changes were made.

A Member suggested that residents had expressed frustration about the delay to the process, but noted that Officers were recommending the proposal with overwhelming public support. The Head of Community Services advised that the delay was unavoidable, as Officers had been awaiting certain decisions from central Government which they needed to take into account. The final outcome would be clearly communicated to residents.

Members of the Committee put forward a range of opinions regarding charging for green bins and a potential reduction in the frequency of black bin collection. Officers advised that the report in front of them had not considered those matters one way or another, and Cabinet would not be deciding on them. They were for possible consideration in the future as set out in the report but decisions were not being made at this point.

The Chair invited the Portfolio Holder for Communities and Climate Change to address the Committee.

The Portfolio Holder said that given the financial and qualitative assessment of the three options, it was recommended to transition the service to a twin bin recycling scheme to replace the current bags and boxes scheme. This had received strong public support during the consultation, would be in line with all legislative requirements, would promote more recycling, and would be the leading waste collection service in Leicestershire.

Members thanked the Portfolio Holder for his contribution. The Chair welcomed the strong consensus between the Committee and the Portfolio Holder on proceeding with the officer's preferred choice, Option 3.

The Chair thanked Members for their comments, which would be presented to the Cabinet on 22 April.

71. ITEMS FOR INCLUSION IN THE FUTURE WORK PROGRAMME

Consideration was given to any items on the Work Programme.

A Member raised the issue of HGV parking provision in the district. The Strategic Director of Place advised that this had previously been addressed by the Scrutiny Work Programming Group, who had decided no further action was necessary as the matter would need to be considered as part of the Local Plan and would be considered and scrutinised by the Local Plan Committee.

The meeting commenced at 6.30 pm

The Chair closed the meeting at 7.34 pm

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NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COMMUNITY SCRUTINY COMMITTEE – THURSDAY, 26
JUNE 2025

Title of Report	FOUNDATIONS REVIEW - DISABLED FACILITIES GRANTS DELIVERY	
Presented by	Paul Sanders Head of Community Services	
Background Papers	None	Public Report: Yes
Financial Implications	<p>The staffing costs and grant payments will be funded from the Disabled Facilities Grant Capital Fund.</p> <p>The £114,152 additional grant received in 2024/25 will be used to initiate this work.</p> <p>Once the demand for the Adapted Property Home Improvement Grant has been assessed, the grants will be funded through the Disabled Facilities Grant Allocation. The Council's capital programme, approved by Council on 20 February 2025, includes an indicative capital budget of £3.4m for the period 2025/26 to 2029/30.</p>	
	Signed off by the Section 151 Officer: Yes	
Legal Implications	Grant conditions will be developed with the oversight of the legal and internal audit teams and this would include nomination rights.	
	Signed off by the Monitoring Officer: Yes	
Staffing and Corporate Implications	Additional staff will be required for this project and the cost of these can be capitalised.	
	Signed off by the Head of Paid Service: Yes	
Purpose of Report	To update Community Scrutiny Committee on the work with Foundations, the proposed Financial Assistance Policy and associated grant programme.	
Recommendations	<p>THAT COMMUNITY SCRUTINY PROVIDES COMMENTS ON THE FOLLOWING IN ADVANCE OF CABINET CONSIDERING THE ITEM AT ITS MEETING ON 26 AUGUST 2025:</p> <ol style="list-style-type: none"> 1. DRAFT FINANCIAL ASSISTANCE POLICY 2. PROPOSED USE OF THE DISABLED FACILITIES GRANT (DFG) CAPITAL UNDERSPEND FOR THE IMPLEMENTATION OF THE FINANCIAL 	

	ASSISTANCE POLICY ALONG WITH ANY ONGOING DISABLED FACILITY GRANT (DFG) CAPITAL.
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1.0 BACKGROUND

- 1.1 District councils have a statutory duty to deliver Disabled Facilities Grants (DFGs). Funding for DFGs is provided from central government with the Council receiving £943,749 in 2024/25.
- 1.2 The Council has a significant cumulative DFG underspend from previous financial years of circa £2.3m at the end of 2024/25.
- 1.3 DFG funding is allocated as a grant from the Ministry of Housing, Communities and Local Government and by proxy the Department of Health and Social Care. There is a historic formula to determine how much each local authority is allocated. The Council receives an allocation that takes into account the health impacts of a former mining town. DFG can only be spent on private sector housing adaptations. Non-stock holding councils can passport the grant to arm's length housing providers. Therefore, the Council currently has more grant than there is demand for the service. The grant is normally awarded in April of each financial year. Successive governments have recognised the preventative benefits of DFGs and increased the allocated grant given to local authorities.
- 1.4 The Council's DFGs are delivered by Lightbulb, a Countywide service run by Blaby District Council. The Council has been a full member of the Countywide Lightbulb Service since 2017 along with Leicestershire County Council and (worth saying how many district councils are involved in Leicestershire).
- 1.5 The Lightbulb Service brings together a range of practical housing support into a single service. The offer is a targeted, proactive approach via General Practitioners (GPs) and other health/care professionals. Early assessment and triage of housing issues is undertaken at key points of entry. The service is based on a hub and spoke model. There is an integrated locality Lightbulb team in each authority area offering:
- Minor adaptations and equipment
 - DFGs
 - Wider housing support needs (warmth, energy, home security)
 - Housing related health and wellbeing (Assistive Technology, falls prevention)
 - Planning for the future (housing options)
 - Housing related advice, information, signposting.
- 1.6 The table below shows DFG allocations 2022-2025. In the last two years there has been an additional in-year allocation to local authorities.

Year	Allocation
2024/25	£829,597 + £114,152 = £943,749
2023/24	£760,574 + £66,367 = £826,941
2022/23	£760,574

- 1.7 The Lightbulb service is meeting the statutory needs of the DFG funding. See more detail regarding the RRO at 4.1 below. Lightbulb is also using the RRO framework to deliver a number of pilot projects which also utilise the Capital grant funding such as a safer spaces pilot and a respiratory illness pilot. However, the Council commissioned Foundations, who are the national body for DFG's and home improvement agencies in England, to support officers in looking at options for utilising the Council's remaining grant within the Regulatory Reform Order (RRO) framework to provide additional support to vulnerable and disabled residents.

2.0 FOUNDATIONS INITIAL REVIEW

- 2.1 A summary of Foundations' findings are:
- Lightbulb is meeting the statutory function and the adaptation work should remain within the scope of Lightbulb
 - That the Council increases the Technical Officer resource at Lightbulb to increase capacity to deliver the annual capital Better Care Fund allocation
 - That the Council could offer loans and grants for adaptations, home improvements works or similar to low-income owner occupiers
 - That the Council should consider introducing a Financial Assistance Policy for North West Leicestershire.
- 2.2 The recommendations in relation to the Lightbulb Service have all been fed back to Lightbulb as part of the Lightbulb Service review
- 2.3 The Lightbulb Review has been paused due to on-going negotiations with Leicestershire County Council. Local government reorganisation (LGR) may also have an impact on the future of the service. The Lightbulb Executive Board took the decision to keep the service as status quo and all partners agreed to extend the contract for a further twelve months, to allow time for a clearer picture to emerge regarding LGR.
- 2.4 The technical support function, at 2.1 above, has been implemented as from 1 April 2025.

3.0 FOUNDATIONS SECOND REVIEW

- 3.1 Lightbulb already delivers the Council's statutory DFGs, and other grants associated with that work stream. A new Financial Assistance Policy delivered directly by the Council would need to complement the work carried out by Lightbulb but also sit independently enough to be delivered separately.
- 3.2 In response to the Foundations recommendations, a proposed Financial Assistance Policy has been drafted. This is attached at **Appendix 1**. It looks at gaps in provision, existing structures and identifies areas that the underspend could be spent on that meet the needs of the district as well as the health and wellbeing outcomes that underpin the Better Care Fund (BCF). The BCF programme supports local systems to successfully deliver the integration of health and social care in a way that supports person-centred care, sustainability and better outcomes for people and carers. The BCF objectives are to:
- enable people to stay well, safe and independent at home for longer
 - provide the right care in the right place at the right time
 - prevent crisis intervention
 - avoid admissions to hospital
 - avoid admissions to residential and care homes

- ensure the effectiveness of reablement
 - ensure hospital discharges are to the person's usual place of residence.
- 3.3 The new proposed Financial Assistance Policy consists of two parts. The first part being the statutory offer of DFGs and complementary grants delivered by Lightbulb.
- 3.4 The second part, being a new financial assistance offer to be administered and delivered directly by the Council.
- 3.5 The proposed grant under the Financial Assistance Policy is:
- Adapted Property Home Improvement Grant – to increase quality of homes and the number of available properties to privately rent for people with disabilities on North West Leicestershire's housing register
- 3.6 The Financial Assistance Policy will be delivered subject to available funding.

4.0 GOVERNANCE

- 4.1 The Regulatory Reform Order (Housing Assistance England & Wales) 2002 (RRO) gives local authorities their discretionary grants and loan offer, providing that there is an approved published policy.
- 4.2 The proposed policy would also be considered a key decision and require formal approval by Cabinet.
- 4.3 The review recommends that the underspend is ring fenced to be used to implement the Financial Assistance Policy.
- 4.4 The grant conditions state that the money can only be spent in the following ways:
- A. Approving Disabled Facilities Grants in accordance with the Housing Grants, Construction and Regeneration Act 1996.
 - B. Providing other forms of assistance to fund adaptations for disabled people in accordance with a locally published Housing Assistance Policy under RRO powers.
 - C. Any other social care capital projects (as locally agreed with district and county councils in two-tier areas).
- 4.5 Having regard to the above requirements, the Council can proceed with the Adapted Property Home Improvement Grant without getting approval from Leicestershire County Council because it meets criteria A and B in point 4.4 above. This is because the Adapted Property Home Improvement Grant is directly providing an adaptation for a disabled person. If this grant was not directly providing an adaptation for a disabled person point C at 4.4 above would apply and the Council would have to seek agreement with the County Council. Therefore, the proposed grant will not require the agreement of Leicestershire County Council to deliver, but this would need the agreement of the Section 151 Officer. This is Foundations' recommendation which has been agreed by the Section 151 Officer for audit purposes.

5.0 IMPLEMENTATION OF THE FINANCIAL ASSISTANCE POLICY

5.1 Subject to the draft Policy being agreed, it is recognised that there will be a period of mobilisation. Foundations can support the Council in mobilising and implementing the new Adapted Property Home Improvement Grant. Foundations will, therefore, support the Council through the mobilisation and implementation of the new grant which will include recommendations on the appropriate level of staffing resource. The Council's Head of Paid Service will consider these recommendations and determine the appropriate level of resource necessary within the financial envelope available to implement the Policy.

5.2 The Environmental Protection team will set up a task and finish group to implement the new grant and will include internal audit.

6.0 FINANCIAL

6.1 The recommendation is to use the £114,152 from the additional DFG allocation for 2024/2025 to pump prime the project to fund the Foundations mobilisation costs and any other associated costs involved in setting up the new Adapted Property Home Improvement Grant.

6.2 Foundations, as part of their mobilisation and implementation work, will review and recommend the appropriate staffing levels and posts required for the new Adapted Property Home Improvement Grant. The staffing costs and associated resources for the new grant will be funded through the annual DFG allocation. Any new job role proposed will be contained within the available budget, subject to sign off by the Head of Paid Service and evaluated and recruited to in line with the Council's Human Resources policies and procedures.

6.3 It is recommended that the underspend is used to deliver the Financial Assistance Policy.

6.4 It is also recommended that any future underspend is used on an ongoing basis to continue to deliver the Financial Assistance Policy.

6.5 Once the demand for the Adapted Property Home Improvement Grant has been assessed, the grants will be funded through the Disabled Facilities Grant Allocation. The Council's capital programme, approved by Council on 20 February 2025, includes an indicative capital budget of £3.4m for the period 2025/26 to 2029/30.

Policies and other considerations, as appropriate	
Council Priorities:	- Communities and housing
Policy Considerations:	The Financial Assistance Policy is a new policy.
Safeguarding:	All Officer's will complete the mandatory corporate safeguarding training.
Equalities/Diversity:	EIA completed – positive impact
Customer Impact:	EIA completed – positive impact

Economic and Social Impact:	Positive impact for those who are eligible for the financial assistance.
Environment, Climate Change and zero carbon:	The works will need to be compliant with the latest domestic energy efficiency standards.
Consultation/Community Engagement:	Consultation with Lightbulb, the Better Care Fund Commissioners, Social Services and Councillors.
Risks:	There is a very low risk that demand for these grants is high and the underspend is used up quickly. This would then incur a revenue cost to fund the staffing resource. To mitigate against this any ongoing underspend could be used to pay the staffing cost and continue to deliver the Financial Assistance Policy. This is a very low risk because the trend over previous years has shown there is always significant underspend of the DFG Capital fund.
Officer Contact	Paul Sanders Head of Community Services paul.sanders@nwleicestershire.gov.uk



Item	Details
Reference:	NWLDC Financial Assistance Policy
Status:	Draft
Originator:	Clare Proudfoot
Owner:	Environmental Protection Team Manager
Version No:	1.1
Date:	2025

Key policy details

This financial assistance policy details the various grants available from North West Leicestershire District Council for Home Owners, Private tenants (including other social landlords) and Landlords to improve their homes.

Approvals

Item	Date of Approval	Version No.
Consulted with Section 151 Officer	17 April 2025	1.1
Reviewed by Legal Services		1.1
Reviewed by Community Scrutiny		
Approved by Cabinet		

Policy Location

This policy can be found at to be updated with weblink once approved at Cabinet

Equality Impact Assessment (EIA)

Completed by	Completion date
Minna Scott	10 June 2025

Revision history

Version Control	Revision Date	Summary of Changes

Policy Review Plans

This policy is subject to a scheduled review once every five years or earlier if there is a change in legislation or local policy that requires it.

Distribution

Title	Date of Issue	Version No.
Community Scrutiny		
Cabinet		
Webpage		

1. Introduction

- 1.1. This financial assistance policy details the various grants available from North West Leicestershire District Council for Home Owners, Private tenants (including other social landlords) and Landlords to improve their homes.
- 1.2. This policy supports the [Council's priorities](#) for 2023 – 2028 as set out in the Council Delivery Plan, helping to contribute towards the communities and housing key aim of private rental tenants across the district being able to live safely in their own homes.

2. Statutory Context

- 2.1. [The Housing Grants, Construction and Regeneration Act 1996](#) places a statutory duty on local authorities to provide Disabled Facilities Grants (DFGs).
- 2.2. DFGs are to enable disabled people to be able to live independently within their own home.
- 2.3. [The Regulatory Reform \(Housing Assistance\) \(England and Wales\) Order 2002](#) provides district councils with the ability to create discretionary grants and loans to improve living conditions in homes so long as the council approves and publishes a policy.
- 2.4. North West Leicestershire District Council receives an allocation from central government each year to fund DFGs and other discretionary loans and grants offered by the Council.
- 2.5. Since 2015 as part of a wider partnership with health and social care the allocation has been pooled into the Better Care Fund so that all services can consider how the allocation can best benefit residents of North West Leicestershire District Council.
- 2.6. With the exception of DFGs, the grants and loans detailed in this policy are subject to sufficient funds being available. They may be withdrawn or postponed at any time.
- 2.7. However, the Council will ensure that sufficient funds are available prior to approving any grant. Once a grant is approved the council will not withdraw or postpone funding.

3. Lightbulb

- 3.1. The Lightbulb Service helps support the residents of Leicestershire to remain safe and well in their own homes. Lightbulb brings together a range of support such as aids and adaptations, energy advice, home safety, home improvements and support with the transition from hospital to home.
- 3.2. North West Leicestershire District Council works in partnership with the [Lightbulb Service](#) who deliver DFGs and a range of other health and wellbeing grants on our behalf.

- 3.3. The Lightbulb Service brings together a number of professionals, including Surveyors and Housing Support Co-Ordinators to support residents to support applicants through the process of applying for one of their grants including DFGs.
- 3.4. For anyone wanting to apply for a DFG or for more information on the assistances and service delivered by Lightbulb, you can find their contact details [here](#).

4. Adaptations in Council houses

- 4.1. This policy covers works for people who own their own homes, people who privately rent, tenants of other social landlords and private landlords.
- 4.2. Full details of how to access adaptations for tenants of North West Leicestershire Council can be found [here](#).

5. Summary of Assistances

Assistance	Purpose	Maximum Funding	Eligibility criteria	Delivered by	Available to:				
					Owner Occupiers	Private Renters	Social Renters	Private Landlords	Empty Homes
Disabled Facilities Grant (DFG)	To enable disabled people to remain living independently in their own home	Up to £30,000	Means Tested	Lightbulb	✓	✓	✓		
Other Lightbulb discretionary offers	Varied – See Lightbulb's website for full details	N/A	Varied	Lightbulb	✓	✓	✓		
Adapted Property Home Improvement Grant	To increase quality of homes and the number of available properties to privately rent for people with disabilities on North West Leicestershire's housing register	Up to £90,000	Available to private landlords	North West Leicestershire District Council				✓	✓

6. Cases falling outside of the Policy

- 6.1. Applications for assistance that fall outside of this policy will be considered by the Environmental Protection Team Manager.
- 6.2. Where applications that fall outside of this policy have been refused, applicants can appeal to the Head of Community Services.

7. Accessing assistances delivered by North West Leicestershire District Council

- 7.1. Enquiries for grants can be made by contacting us on 01530 454545 or via the Council's web-based enquiry form. Referrals can also be received via the Safe Spaces and Respiratory Illness project teams.
- 7.2. North West Leicestershire will guide applicants, explain to potential applicants the grant process, provide application forms and carry out a home visit.
- 7.3. North West Leicestershire will determine what works will be eligible under the grant being applied for and provide an outline specification to the applicant.
- 7.4. To make a valid application, applicants will need to provide three quotes with their completed application form. The quotes will need to be detailed enough to clearly demonstrate to the council that the specification has been achieved. The least expensive quote will be used to determine how much grant will be awarded by the council.
- 7.5. The Council will make a grant determination within four weeks of valid applications and let applicants know the outcome of the determination. The Council will then, if required, undertake the necessary arrangements to place a land charge on the property.
- 7.6. Once the charge is registered, or if no charge is required, a formal grant approval will be sent to the applicant. Applicants are then able to instruct their contractor to undertake the work. Applicants are free to use any contractor of their choosing, but the Council will only pay the amount of grant awarded.
- 7.7. Where there are unforeseen works identified, that could not have been reasonably known of before works were started, applicants will need to inform the Council and provide a cost for the works. The Council may carry out a site inspection or request photo proof of the unforeseen works.

The Council will inform the applicant in writing of their agreement to vary the grant amount. Additional works undertaken without authorisation from the council will be at the applicant's risk and the council may not pay for additional works retrospectively.

- 7.8. Applicants may apply for interim payments when more than £30,000 of work has been completed.

When interim payment is requested, the Council may undertake a site inspection or request photo proof of the works completed to date.

- 7.9. Once the works are completed the Council will carry out an inspection of the completed works. Applicants will need to provide the Council with copies of relevant certificates for the works undertaken. For example, electrical installation certificates, gas safe certificates, FENSA certificate and building control sign off (when required).
- 7.10. Payments, whether interim or final, will be paid in all instances directly to the contractor and the applicant will need to provide a valid invoice for payment to be released.
- 7.11. Where the Council has refused to approve a grant or payment appeals can be made in the first instance to the Environment Protection Team Manager.
- 7.12. Where appeals are declined, applicants can make a final appeal to the Head of Community Services.
- 7.13. North West Leicestershire District Council may provide support in accessing the grants detailed in this policy. This will be offered on a case-by-case basis where the council believe help and support is required due to a vulnerability of the applicant, and without support, it is unlikely a valid application could be submitted or a grant completed.
- 7.14. Support from the council could be help with (but not limited to):
- Filling in application forms
 - Obtaining quotes
 - Gaining permissions
 - Instructing contractors
 - Obtaining certificates

8. Adapted Property Home Improvement Grant

- 8.1. The Adapted Property Home Improvement Grant is a grant of up to £90,000 for Private Landlords to improve and adapt their properties to rent them out to people with disabilities on North West Leicestershire's housing register.

Grant Details

- 8.2. The grant will fund improvements to the property to bring it up to the Decent Homes Standard. This includes:
- Remedying all Category 1 hazards in the property
 - Ensuring it is in a reasonable state of repair. i.e. repairing or replacing building components that are either need replacing or major repairs carrying out.
 - Ensuring it has reasonable modern facilities. For example, replacing old and outdated kitchens and bathrooms.

- Ensuring provides a reasonable degree of thermal comfort, which could include new heating systems, additional radiators or extra insulations which could include solid wall insulation.
- 8.3. Full details of the Decent Homes Standard can be found [here](#).
- 8.4. In addition to bringing the property up to the Decent Homes Standard, the grant must be used to adapt the property to make it suitable for disabled people.
- 8.5. The adaptations must include:
- Level access into the home and garden.
 - Widened doorways to the principal family room, the principal bedroom, the kitchen and bathroom.
 - If there is no ground floor bedroom, a stairlift must be installed.
- 8.6. All works carried out under the Adapted Property Home Improvement Grant will be designed and specified by North West Leicestershire District Council.

Eligibility Criteria

- 8.7. Any private landlord whose property is currently void. There is no minimum length of time that the property must be empty.

Conditions of the grant

- 8.8. Applicants who apply for the grant will need to give nomination rights to North West Leicestershire District Council for five years from the completion of the grant. This is known as the grant condition period.
- 8.9. They will also set their rent at the local housing allowance rate for the grant condition period.
- 8.10. A legal land charge will be placed on the property for the grant condition period. Any cost associated with placing this land charge will be added to the grant.
- 8.11. There are no repayment conditions for the grant, except for the following circumstances:
- The property is sold during the grant condition period.
 - A no fault eviction notice is served during the grant condition period.
 - An unlawful eviction is carried out during the grant condition period.
 - Landlord permission for a tenant's disabled facilities grants application is refused during the grant condition period.
- 8.12. The Council may not demand repayment or defer payment in exceptional circumstances, for example the death of the applicant. All applications to defer or waive repayment must be made to the Environment Protection Team Manager.

- 8.13. Where requests to defer or waive repayment are declined, applicants can appeal to the Head of Community Services.

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COMMUNITY SCRUTINY COMMITTEE – THURSDAY, 26
JUNE 2025

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

1.0 BACKGROUND

- 1.1 In accordance with the agreed scrutiny process, an annual report is submitted to Council which sets out the work of both the Scrutiny Committees over the preceding 12-month period.

1.2 Both Scrutiny Chairs have considered the draft report as part of the drafting process and their comments along with a foreword have been included. The draft report is being considered by this Committee and the Community Scrutiny Committee before it is reported to Council in September.

1.3 The Scrutiny Annual Report for 2024/25 is attached at appendix 1.

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



North West Leicestershire District Council

Scrutiny Annual Report 2024/25

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Foreword

This report provides a summary of work done by scrutiny at North West Leicestershire District Council (NWLDC) during 2024/25 and provides an opportunity to reflect on this work. It also provides a general overview of how scrutiny operates, the impact it has and how the public can get involved.

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

NWLDC operates two scrutiny committees. One looks inwards to examine the council's corporate objectives including its budget and its performance compared to its Council Delivery Plan.

Another committee focuses on issues that impact on the wellbeing of the community. This committee examines issues such as the performance of our leisure centres, the management of waste services, the provision of social housing, the enforcement of planning regulations, community safety and air quality.

There is also an overarching Scrutiny Working Group which takes an initial look at relevant issues, works with senior officers to decide what needs to be prioritised and ensures members are properly informed at the meeting.

The scrutiny committees are politically balanced so that they can include as many viewpoints as possible. This year both committees have been chaired by members of the opposition acting as critical friends to the ruling Cabinet.

In the last year we have worked hard to make sure that all the council's plans and policies are clear and realistic. Where we have had concerns, we have made recommendations to Cabinet so that performance can be improved in the future. This document is a record of our progress.



Cllr Terri Eynon
Chair of Community Scrutiny
Committee



Cllr Simon Lambeth
Chair of Corporate Scrutiny
Committee

What is scrutiny?

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

Overview and Scrutiny: Statutory guidance for council's and combines authorities – by the Department of Levelling Up, Housing and Communities (DLUHC) published 2019

Scrutiny is an important part of the council's decision-making process and allows members who are not Cabinet members to look into areas of local concern and critically examine decisions taken by the Cabinet to benefit local people.

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

Principles of good scrutiny

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

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

Why scrutiny is important....

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

The scrutiny role...

The main tasks of the committees are:

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

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

What scrutiny looks like in North West Leicestershire

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

Corporate Scrutiny Committee

Asset management
Estates and property
Review of Constitution
Communications
Customer services
Finance
Human resources
Equalities
ICT
Legal services
Revenue and benefits
Shared services

Community Scrutiny Committee

Business / economy
Planning and building control
Tourism
Partnerships
Community safety
Leisure
Health and wellbeing
Waste services
Stronger and safer communities
Environmental health
Licensing
Environmental protection
Statutory crime and disorder committee
Strategic housing – housing strategy
Housing management
Economic development
Regeneration

The scrutiny committees can set up special working parties called task and finish groups when they need to undertake a detailed, in-depth investigation into a particular issue. The work is done by a small group of councillors appointed from the membership of the scrutiny committee. Work takes place for a set period and it is time limited. These focused task and finish groups make recommendations to the parent scrutiny committee before being considered by the Cabinet.

Further information can be found on NWLDC website regarding the scrutiny committee structure and terms of reference at [Part 3, section D of the council's Constitution](#).

Public involvement in scrutiny...

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

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

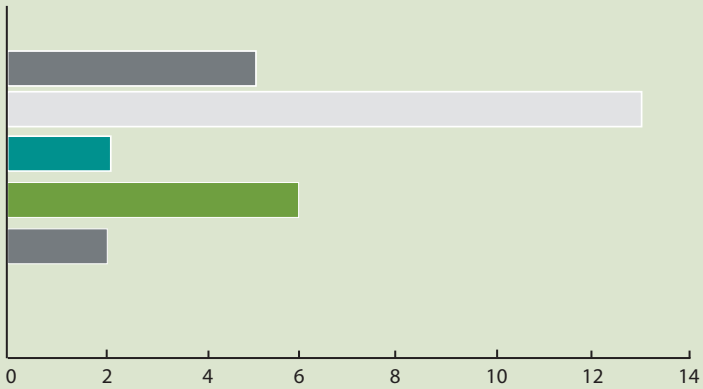
What has scrutiny been doing?

Each scrutiny committee is made up of 10 members, four of which sit on both Corporate and Community Scrutiny Committees. In total there are 16 members out of the 38 elected to represent the district who take part in scrutiny.



Reports received into scrutiny: 28

- For information and update: 5
- Pre-Cabinet review: 13
- Policy reviews: 2
- Performance reviews: 6
- Scrutiny process: 2
- Task and finish group recommendations: 0



Committee meetings held	9
Corporate Scrutiny Committee	5
Community Scrutiny Committee	4
Hours of pubic debate	14hrs 36mins
Recommendations submitted to Cabinet	5
Recommendations were accepted by Cabinet	5

Scrutiny Work Programming Group

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

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

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

Work programming

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

Work requests

The group considers any requests for items received from members and if it is felt that value would be added by scrutinising, they determine the best route to take, whether that be a task and finish group, report to committee or information paper. In 2024/25 the group considered nine work requests which resulted in:

- One report
- Two requests were incorporated within already scheduled reports
- Two information papers were provided
- Two ongoing requests for further scoping/ consideration during the civic year 2025/26
- Approval of the formation of a Task and Finish Group to carry out work during the civic year 2025/26.

Information papers

'Information papers' are for the Work Programming Group to consider, rather than full reports to the committees, when this approach is deemed appropriate.

In 2024/25, the group received two information papers:

- Air Quality and Zero Carbon
Outcome: no further report was required for Committee; the paper was shared with the Portfolio Holder for Communities and Climate Change.
- Improving Customer Contact Project
Outcome: agreed that the Communications Team Manager would bring an update to the Scrutiny Work Programming Group at the midpoint of the project for further scoping.

Annual report

The group were involved in shaping the Annual Scrutiny Report prior to consideration by both scrutiny committees and Council.

Membership	Attendance				
	17 Jul 24	2 Oct 24	11 Dec 24	5 Mar 25	%
Lee Windram	N	N	N	N	0%
Terri Eynon (Chair of Community SC)	Y	Y	Y	Y	100%
Simon Lambeth (Chair of Corporate SC)	Y	Y	Y	N	75%
Paul Lees	Y	Y	Y	Y	100%

Corporate Scrutiny Committee

Set out below are the key topics the Corporate Scrutiny Committee has scrutinised in 2024/25. All agendas and full details of the committee's work can be found on the [NWLDC website](#).

Council's budget setting

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

- Requested a range of clarifications and further information outside of the meeting on specific lines and proposals contained within the draft budget.
- Noted the potential challenges associated with agency staffing, post deletions, pay awards, and the projected medium term budget shortfall.
- Welcomed the proposed plans to work with a 'registered provider' to mitigate problems associated with homelessness within the district, as contained within the 2025/26 Housing Revenue Account (HRA) Budget.

Local Government Association (LGA) Peer Review

The committee scrutinised the feedback from the June 2024 LGA Peer Review visit and considered the post-review Action Plan which had been drafted by the Chief Executive, before this was presented to the Cabinet in December 2024.

The committee:

- Commended the positive findings and welcomed the wide basis of consultation.
- Probed both the value and the limitations of the peer review method.
- Discussed engagement with local businesses and communications with staff members and residents.

Performance monitoring

One of the roles of scrutiny is to examine and monitor the council's performance by using the priorities as set out in the Council Delivery Plan.

The Corporate Scrutiny Committee looks at the overall performance and the financial performance on a quarterly basis.

The financial performance continued to be reviewed on a quarterly basis and comments fed back to the Corporate Portfolio Holder.

The committee:

- Submitted its views on the quarterly financial performance updates
- Expressed concern at the rise in customer complaints
- Questioned staffing plans and budgets and requested a report for more information
- Questioned the performance reporting process.

Council tax discounts and exemptions

The committee scrutinised proposed changes to council tax discounts and exemptions regarding empty homes in December 2024, ahead of the approval of a new policy by Cabinet in January 2025. All formal recommendations were accepted by the Cabinet.

The committee:

- Recommended to Cabinet that second homeowners pay a 100% surcharge on their Council Tax from day one.
- Recommended that the six-month 50% Council Tax discount for major repairs and charge full council tax from the point of ownership be removed.
- Recommended to the Cabinet that the proposed removal of the one month 100% council tax discount for empty, unoccupied and unfurnished properties be rejected.
- Recommended that the Council charge Properties Empty for one to five years, twice standard council tax (200%); those Empty five-10 years three times the standard council tax (300%); and those Empty 10 years or more four times the standard council tax (400%).

Task and finish groups

The Committee established no Task and Finish Groups in 2024/25.

Committee meetings held	5
Reports considered	18
Recommendations submitted to Cabinet	5
Recommendations accepted by Cabinet	5
Comments submitted to Cabinet	0
Hours of public debate	8 hrs 26 mins
Questions submitted by public	0

Membership	Attendance					
	23 May 24	29 Aug 24	5 Dec 24	7 Jan 24	13 Mar 25	%
Simon Lambeth (Chair)	Y	Y	Y	Y	Y	100%
Mike Ball (Deputy Chair)	Y	Y	Y	Y	Y	100%
Catherine Beck	Y	Y	Y	Y	Y	100%
Murrae Blair-Park	Y	N	Y	Y	Y	80%
Morgan Buke	Y	Y	Y	Y	Y	100%
Kenny Horn	N	N	Y	Y	N	40%
Alison Morley	Y	Y	Y	Y	N	80%
Ray Morris	Y	Y	Y	Y	N	80%
Sean Sheahan	Y	Y	Y	Y	Y	100%
Jake Windram	Y	Y	Y	Y	Y	100%

Community Scrutiny Committee

Set out below are the key topics the committee has scrutinised in 2024/25. All agendas and full details of the committee's agendas can be found [on the NWLDC website](#).

Future of Waste Services

As part of the consultation process for the proposed changes to waste services, a meeting of the Community Scrutiny Committee was held on Thursday, 27 March 2025 to scrutinise the proposals in depth, ahead of their approval by the Cabinet on Tuesday 22 April 2025.

The Committee:

- Scrutinised how staffing arrangements would change due to the proposed changes to the services.
- Scrutinised the possible impacts which the proposed local government reorganisation would have on the proposed changes.
- Welcomed the synergy between the Committee, Officers and the Portfolio Holder for Communities and Climate Change on how to proceed.

Tree Management Strategy

The committee was asked to review the draft Tree Management Strategy on 6 February 2025, ahead of its presentation to the Cabinet on 25 March.

The committee:

- In the course of discussion suggested several tweaks to certain policies within the strategy, which were taken up by officers when the final iteration of the report was presented to the Cabinet.
- Requested a Housing Revenue Account Tree Management Strategy be presented to the Committee, once the required survey work had been carried out, to complement the work before them which primarily focused on the Tree Management Strategy within the General Fund Budget.
- Asked about the synergy between the Tree Management Strategy, the Local Plan, and the work of the Planning Enforcement Team.

District-Wide Regeneration Framework

The District-Wide Regeneration Framework was considered by the committee on 19 September 2024, ahead of its approval by the Cabinet on 22 October 2024.

The committee:

- Suggested that the document needed a clearer project pipeline and stronger governance structures, though they accepted they had been presented with only the iteration.
- Considered how the document fitted with other strategic considerations regarding the provision of infrastructure, such as the Local Plan process and the ongoing campaign to reopen the Ivanhoe Line.
- Requested that an annual report be presented to the Committee each year to scrutinise the ongoing progress of the District-Wide Regeneration Framework.

Health and wellbeing

The health and wellbeing of the community is an important matter for the committee and several reports have been received in 2024/25 for consideration.

The committee:

- Reviewed an update report on air quality and requested that the Scrutiny Work Programming Group further scope the links between air quality and the council's Zero Carbon targets.
- Received an update on the effectiveness of council leisure centres which was broadly welcomed and commended as a thorough report which detailed demonstrable success.

Task and finish groups

The committee established no Task and Finish Groups in 2024/25.

Committee meetings held	4
Reports considered	10
Recommendations submitted to Cabinet	0
Recommendations accepted by Cabinet	0
Comments submitted to Cabinet	0
Hours of public debate	6 hrs 12 mins
Questions submitted by public	0

Membership	Attendance				
	27 Jun 24	19 Sep 24	6 Feb 25	27 Mar 25	%
Dr Terri Eynon (Chair)	Y	Y	Y	Y	100%
Murrae Blair-Park (Deputy Chair)	Y	N	N	Y	50%
Mike Ball	Y	Y	Y	N	75%
Dave Bigby	N	Y	Y	N	50%
Marie French	Y	N	Y	Y	75%
Kenny Horn	N	Y	Y	N	50%
Simon Lambeth	Y	Y	Y	Y	100%
Paul Lees	Y	Y	N	Y	75%
Elizabeth Parle	Y	Y	Y	Y	100%
Lee Windram	Y	Y	Y	Y	100%

Where to get more information

If you would like more information about how to get involved or suggest a topic for scrutiny review, you can contact the Democratic Services Team on 01530 454512 or memberservices@nwleicestershire.gov.uk. You can also contact the Scrutiny Committee Chairs directly:

Councillor Simon Lambeth

Chair of the Corporate Scrutiny Committee

simon.lambeth@nwleicestershire.gov.uk

Councillor Terri Eynon

Chair of Community Scrutiny Committee

terri.eynon@nwleicestershire.gov.uk

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NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

COMMUNITY SCRUTINY COMMITTEE – THURSDAY,
26 JUNE 2025



Title of Report	ESTABLISHMENT OF WATER MANAGEMENT IN THE COALVILLE STRATEGIC GROWTH AREA TASK AND FINISH GROUP	
Presented by	James Arnold Strategic Director of Place	
Background Papers	None	Public Report: Yes
Financial Implications	Due to the nature of the review and the level of resourcing required to support the task and finish group, it is proposed that East Midlands Councils (EMC) be instructed to assist for the duration of the review, an approach agreed by the Scrutiny Cross Party Working Group as part of the review of scrutiny in 2022. Support will provide independent advice to the Chair of the task and finish group and include support at review meetings, assisting with information gathering, providing advice to members, assisting in setting recommendations, and drafting final reports. There will be a cost for up to five working days support.	
	Signed off by the Section 151 Officer: Yes	
Legal Implications	None identified at this stage	
	Signed off by the Monitoring Officer: Yes	
Staffing and Corporate Implications	The task and finish group will require additional resources to help support it; this will be provided by East Midlands Councils.	
	Signed off by the Head of Paid Service: Yes	
Reason Agenda Item submitted to Scrutiny	To ask the Committee to establish a task and finish group comprised of Community Scrutiny Members to review the water management in the Coalville Strategic Growth area and approve the terms of reference.	
Recommendations	THAT COMMUNITY SCRUTINY COMMITTEE: 1) ESTABLISHES A TASK AND FINISH GROUP TO REVIEW WATER MANAGEMENT IN THE COALVILLE STRATEGIC GROWTH AREA	

	<p>2) AGREES THE PRINCIPLES SET OUT IN THE DRAFT TERMS OF REFERENCE FOR THE TASK AND FINISH GROUP, AS SET OUT IN APPENDIX B.</p> <p>3) RECEIVES NOMINATIONS AND APPOINTS TO THE SEATS ON THE TASK AND FINISH GROUP IN ACCORDANCE WITH THE TERMS OF REFERENCE.</p>
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1.0 BACKGROUND

- 1.1 In accordance with the Council's Constitution, Scrutiny Committees can establish task and finish groups to undertake scrutiny on a task and finish basis. All scrutiny work requests are considered by the Scrutiny Work Programming Group as set out in their terms of reference.
- 1.2 In February 2025, the Chair of the Community Scrutiny Committee submitted a scrutiny topic suggestion form entitled Water Management in the Coalville Strategic Growth Area. The form is attached at Appendix A. The request for work was made following Parish Council and residents concerns in relation to the state of the River Sence and problems with combined sewerage outflows in the area, and it was proposed that the matter be reviewed with the assistance of the external agencies who have a role in water management.
- 1.3 The Scrutiny Work Programming Group considered the scrutiny topic suggestion form at their meeting on Wednesday, 5 March 2025, and agreed that a task and finish group should be established to undertake a full review

2.0 PROPOSAL

- 2.1 It is proposed that a task and finish group undertake a review which engages with Council Officers, residents, local Parish and District Councillors, and a number of other agencies. The Group would then review these contributions to assess how problems with water management arose, what needs to be done to fix them, and how a similar situation can be prevented from occurring in the future.
- 2.2 The planned timetable is for officers to do all necessary preparatory work throughout the Summer of 2025, for the task and finish group to undertake the review throughout the Autumn of 2025, and for a final report to be presented to the Community Scrutiny Committee at their meeting on Thursday, 11 December 2025.
- 2.3 The draft terms of reference of the task and finish group are attached at Appendix B and will be formally agreed at the first meeting of the group.
- 2.4 It is proposed that in order to ensure an appropriate level of support is given to the review; East Midlands Councils be approached to assist. This is an approach that was agreed by the Scrutiny Cross Party Working Group as part of the review of Scrutiny in 2022 and is to be used when a task and finish group is undertaking a large project when officers workloads are such that in-house support would be difficult.

Policies and other considerations, as appropriate	
Council Priorities:	<ul style="list-style-type: none"> - Planning and regeneration - A well-run council
Policy Considerations:	None identified as part of this report but will be considered as part of the work of the Task and Finish Group.
Safeguarding:	None identified as part of this report but will be considered as part of the work of the Task and Finish Group.
Equalities/Diversity:	None identified as part of this report but will be considered as part of the work of the Task and Finish Group.
Customer Impact:	None identified as part of this report but will be considered as part of the work of the Task and Finish Group.
Economic and Social Impact:	None identified as part of this report but will be considered as part of the work of the Task and Finish Group.
Environment, Climate Change and zero carbon:	None identified as part of this report but will be considered as part of the work of the Task and Finish Group.
Consultation/Community Engagement:	None identified as part of this report but will be considered as part of the work of the Task and Finish Group.
Risks:	None identified as part of this report but will be considered as part of the work of the Task and Finish Group.
Officer Contact	James Arnold Strategic Director of Place james.arnold@nwleicestershire.gov.uk

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SCRUTINY TOPIC SUGGESTION FORM

Suggested topic for review:

Water Management in the Coalville Strategic Growth Area

Please explain why you feel this issue should be reviewed:

Hugglescote and Donington le Heath Parish have hosted two meetings between residents and Severn Trent Water to discuss the state of the River Sence and problems with combined sewage outflows in the area.

The first meeting was attended in person by our MP Amanda Hack. She sent her representative to the second meeting.

Water management and environmental damage are in the Government's spotlight. New regulations are on the way that put considerable pressure on water companies to meet their environmental commitments.

Severn Trent shared information regarding the combined sewage outflows in North West Leicestershire. The River Sence is a 'River Not Achieving Good'. Combined sewage outflows from a site in Donington le Heath, near Kelham Bridge Nature Reserve, are not 'exceptional' but occurring every time it rains. Sewage-stained detritus, including nappies, sanitary towels and wet-wipes, is littering the natural environment.

Severn Trent has admitted that things have not gone as they should and are determined to 'fix it'. They are committed by Water Industry National Environment Plan (WINEP) to meeting their environmental commitments by 2030 and are working up a scheme to be approved (and funded) under WINEP regulations. But that is not entirely straightforward. The sewer extension that was intended to continue from the SE Coalville developments along the Sence Valley is subject to subsidence and compromises the Kelham Bridge Nature Reserve. Modelling alternatives needs to take place over 12 months to take account of all four seasons. But that will not be soon enough for residents when the River Sence needs improvement immediately.

'Quick fixes' are not always the answer and risk pushing the problem up- or downstream. Severn Trent is currently looking for what they call 'no regrets' solutions that they can put in place. These include attenuation tanks and traps to prevent solids making their way out of combined sewage outflows. But traps will not prevent liquid sewage from polluting the Sence.

Residents also want to know how we got into this situation. Severn Trent is not a statutory consultee to planning applications. Developers have a right to connect to the network whether or not it is upgraded. With no ring-fenced funding, improvement schemes have to compete with other priorities.

There are a number of other agencies who have a role in water management who could be asked to explain how this situation arose, what needs to be done to fix it and, crucially, how we can prevent such a situation occurring in the future.

These organisations include:

- The Environment Agency
- The County Highway Authority
- The Lead Local Flood Authority
- The Planning Authority
- The Local Plan Committee

The Scrutiny Committee or Panel would also need to hear evidence from:

- Hugglescote and Donington le Heath Parish Council
- District Councillors
- Local residents
- Local landowners
- Leicestershire and Rutland Wildlife Trust.

Severn Trent's Waste Management Plan for the Coalville Strategic Growth Area is likely to be ready to be scrutinised towards the end of 2025.

My contact is Stephanie Cawley stephanie.cawley@severntrent.co.uk 07912 893375

What do you think are the potential benefits/outcomes from undertaking a review of this topic?

- Learning lessons from past mistakes
- Openness and transparency regarding future remedies
- Better strategic planning in the future and in other areas
- Rebuilding trust between the public and our monopoly water company

Do you have any further comments that you wish to make in support of your suggested topic?

The topic (please tick appropriate box):

	Is my suggestion		Was suggested to me by a member of the public
X	Was suggested at a meeting hosted by Hugglescote and Donington le Heath Parish Council and welcomed by officers of Severn Trent		
Name:		Signature:	Date:
Cllr Terri Eynon		T. Eynon	30.1.2025

Please Note: Officers are available to support Members in scoping a topic/completing the scoping form. If required, please contact Democratic Services.

Notes to assist in completing the form

Please explain why you feel the issue should be reviewed:

Why should the topic be reviewed?

How does it link to the Council's priorities?

What are the benefits of the review?

What evidence is there to suggest a review is necessary (e. public concern / media coverage / poorly performing service)?

What are the facts?

Has the topic been looked at before? Why was that not successful?

Attach details if necessary.

What do you think are the potential benefits/outcomes from undertaking a review?

What would you wish the outcome of the review to be?

What would you wish to see happen as a result of any review?

Why do you think the desired outcome is achievable?

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Appendix B

Water Management in the Coalville Strategic Growth Area Task and Finish Group

Terms of Reference

What is the role of the Water Management in the Coalville Strategic Growth Area Task and Finish Group?

To review issues associated with water management in the Coalville Strategic Growth Area.

What are the Principles of the Review?

- To review the issues of water management within the parish of Hugglescote and Donington le Heath.
- To review the actions being taken by Severn Trent to address the issues.
- To review the strategic planning and stakeholder coordination which the Council undertook and consider how this might be improved when approaching other large-scale developments in the future.

What is expected of members of the Task and Finish Group?

Whilst the Task and Finish Group will not be a decision-making body, the group will be asked to:

- Review the information available on Water Management in the Coalville Strategic Growth Area, and take evidence from a range of stakeholders.
- Consider what lessons can be learned for the future
- Act as critical friends during key aspects of the report, in relation to the scrutiny function, providing comments and feedback as required.
- Agree a majority consensus for recommendation back to the Community Scrutiny Committee.

Who has voting rights on the recommendations?

Only elected Members (or their substitutes) have voting rights.

Members of the Task and Finish Group

- Alliance – name tbc
- Alliance – name tbc
- Alliance – name tbc
- Labour – name tbc
- Labour – name tbc
- Labour – name tbc

Where any of the above councillors are not able to attend a meeting, they may select a councillor of their choosing to take their place drawn from either of the Scrutiny Committees.

What is expected of officers of the Task and Finish Group?

- Provide professional advice, as required, throughout the task and finish group;
- Ensure effective administration of the group including provision of agendas and minutes;
- Help formulate the views of members into a number of recommendations for consideration by Community Scrutiny Committee

Officers of the Task and Finish Group

- James Arnold, Strategic Director of Place
- Rachel Wallace, Democratic Services Officer
- Officer from East Midlands Councils (to be confirmed)
- Other officers/representatives as appropriate or requested

How often will the Group meet?

- Meetings will be held, as required, culminating in a draft report for consideration by the Community Scrutiny Committee at its meeting scheduled for 11 December 2025. They may be face to face and/or virtual.

Community Scrutiny Committee – WORK PROGRAMME (as at 18/06/25)

Date of Meeting	Item	Lead Officer	Witnesses	Agenda Item Duration
June 2025				
September 2025				
11 September 2025	Housing Allocations Policy Post-Implementation Review To review the operational changes to the housing allocations policy, six months after the changes were approved, as requested by the Committee.	David Scruton, Housing Strategy and Systems Team Manager	-	30 minutes
11 September 2025	Marlborough Square Project Review A post delivery assessment of project including financial summary, review of outcomes, assessment of quality and timescales. Any comments to be presented to Cabinet as part of the project close down report on 23 September 2025.	Paul Wheatley, Head of Property and Economic Regeneration	-	30 minutes
11 September 2025	Coalville Regeneration Framework Update This report will provide an annual summary of those projects within the Coalville Town Centre that are currently being progressed up to 2028. Any comments to be presented to Cabinet before year end.	Paul Wheatley, Head of Property and Economic Regeneration	-	30 minutes
11 September 2025	Leisure Centres Annual Review To review the performance of the leisure centres against a range of performance indicators such: levels of participation, membership levels, utility consumption; improving health and wellbeing, providing local economic benefit; as well as financial performance.	Paul Sanders, Head of Community Services	-	30 minutes

December 2025				
11 December 2025	Community Grant Annual Report To provide an update on community grants including Community Lottery aligned to budget setting process.	Paul Sanders, Head of Community Services	-	30 minutes
January 2026				
June 2026				

Work requests considered by the Scrutiny Work Programming Group

Work Request	Status/Progress	Committee date to be considered (provisional)
National Forest Line	<p>Further to Community Scrutiny on 7th December, officers have continued to engage with Leicestershire County Council and Network Rail and timescales have been confirmed for the Outline Business Case as follow:</p> <ul style="list-style-type: none"> - Final outline business case from Network Rail to be submitted to Department of Transport early February and will be reviewed by the Restore Your Railways Programme Board (Late February) - Final OBC to be presented to further DFT and Network Rail Board throughout March/April 2024 - Anticipated submitted to Treasury for sign off in early May. If approval granted will move onto next stage – Final Business Case <p>NWL (with LCC) will seek to arrange a further briefing/meeting with Network Rail following Outline Business Case approval and enable further engagement for Scrutiny.</p> <p><u>Update: 19/6/24</u> Focus is moving to the next stage of work which will focus on detailed designs. Update to be provided by Network Rail on what this stage will include and the support and involvement of Project Delivery Group members.</p>	-

DfT to consider the best route forward after the General Election to secure authority for the project's progression into the Design stage, plus any additional change controls required to realign funding requirements / scope with NR's current review work. A further update will be provided after the general election.

Update September 2024 (from DfT)

- The Chancellor announced the cancellation of the RYR programme in her statement on 29 July 2024.
- The RYR projects will now come to an orderly close and no further funding will be provided through the programme.
- Where projects are not currently live, no new work will be started. For projects which have development or design work in progress, DfT are considering the best way to bring these projects to a close.
- For Ivanhoe, this will mean that no new work will start.
- The Chancellor also announced that the Transport Secretary will be undertaking a review of the Department's investment portfolio, including individual RYR projects.
- DfT Capital Review underway and is considering alignment of individual infrastructure projects with government's priorities of growth, housing, jobs and value for money.
- The review is being progressed in two phases – the first will consider RYR projects plus other Network North proposals, the second will have a larger scope. The outputs will help to inform a wider Spending Review in 2025 however some announcements could be made before then.

February 2025

No further update.

June 2025

No further update

<p>Water Management in the Coalville Strategic Growth Area</p>	<p>Councillor Eynon submitted a scoping form to Officers in February 2025. Her suggestion was to scrutinise the state of the River Sence and problems with combined sewage outflows in the area, in light of the issues caused for local residents, and the national spotlight on the water industry and problems of waste management and under-investment. Suggested likely stakeholders who will need to be consulted include: the Environment Agency, the County Highway Authority, the Lead Local Flood Authority, the Planning Authority, the Local Plan Committee, Hugglescote and Donington le Heath Parish Council, District Councillors, local residents, local landowners, Leicestershire and Rutland Wildlife Trust. The scoping form will be presented to the Scrutiny Work Programming Group for initial consideration at their meeting on 5 March 2025.</p> <p><u>June 2025</u> The report establishing the task & finish group, along with the terms of reference will be considered at the next committee meeting.</p>	<p>26 June 2025</p>
<p>Matters reserved for future consideration</p>		
<p>Scoping work on Warehouse Design</p>	<p>At the Scrutiny Work Programming Group meeting in December 2024, a request was made to examine the design of warehouses around the district, given the significant number of them within the district and with further growth projected. It was agreed that scoping work for further discussion will be carried out after the submission of the Local Plan in 2026.</p>	<p>TBC</p>

Principles and Criteria used for Assessing Items Put Forward

Identify Issues for consideration by Scrutiny

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

Prioritise the potential list of scrutiny topics based on factors including

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

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

PREVIOUS SCRUTINY RECOMMENDATIONS TO CABINET

None.

DRAFT Notice of Executive Key Decisions

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

The date of publication of this notice is Friday, 27 June 2025. The Deadline for making any representations as to why items marked as private should be considered in public by **Cabinet on 29 July 2025 is 5pm Friday, 18 July 2025.**

Key Decisions

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

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

The Council's Executive

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

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

Confidential Items and Private Meetings of the Executive

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

Access to Agenda and Related Documents

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

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

Executive Decisions

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
June 2025							
Peer Review Feedback Follow Up	Cabinet	Key	Public	24 June 2025	<p>Councillor Richard Blunt Tel: 01530 454510 richard.blunt@nwleicester-shire.gov.uk</p> <p>Chief Executive Tel: 01530 454500 allison.thomas@nwleicester-shire.gov.uk</p>	Peer Review Feedback Follow Up	Corporate Scrutiny 19 June
Treasury Management Stewardship Report 2024/25	Cabinet	Non-Key	Public	24 June 2025	<p>Councillor Keith Merrie MBE Tel: 07596 112270 keith.merrie@nwleicester-shire.gov.uk</p> <p>Head of Finance Tel: 01530 454492 anna.crouch@nwleicester-shire.gov.uk</p>	Treasury Management Stewardship Report 2024/25	Audit & Governance Committee, 4 June 2025
Annual Corporate Complaints	Cabinet	Key	Public	24 June 2025	<p>Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicestershire.gov.uk</p> <p>Customer Services Team Manager nichola.oliver@nwleicestershire.gov.uk</p>	Annual Corporate Complaints	Corporate Scrutiny Committee, 19 June 2025.

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Review of Transformation Delivery Plan	Cabinet	Non-Key	Public	24 June 2025	Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk Transformation Programme Officer jessica.lloyd-davies@nwleicester.gov.uk	Actual Transformational Delivery Plan as appendix Transformation Delivery Plan report Review of Transformation Delivery Plan	Being considered by Corporate Scrutiny
Supplementary Estimates, Virements and Capital Approvals 56	Cabinet	Key	Public	24 June 2025	Councillor Keith Merrie MBE Tel: 07596 112270 keith.merrie@nwleicester.gov.uk Head of Finance Tel: 01530 454492 anna.crouch@nwleicester.gov.uk	Supplementary Estimates, Virements and Capital Approvals	Delegated Cabinet function
Delegation of approval of employee related policies	Cabinet	Non-Key	Public	24 June 2025	Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicester.gov.uk Head of Human Resources and Organisation Development hannah.panter@nwleicester.gov.uk	Report Delegation of approval of employee related policies	This is a cabinet function

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Award of Contracts	Cabinet	Key	Private Information relating to the financial or business affairs of any particular person (including the authority holding that information)	24 June 2025	Councillor Keith Merrie MBE Tel: 07596 112270 keith.merrie@nwleicester-shire.gov.uk Strategic Director of Communities Tel: 01530 454819 andy.barton@nwleicester-shire.gov.uk	Award of Contracts	N/A - delegated Cabinet function
Acquisitions and Disposals	Cabinet	Key	Private Information relating to the financial or business affairs of any particular person (including the authority holding that information)	24 June 2025	Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicestershire.gov.uk Strategic Director of Communities Tel: 01530 454819 andy.barton@nwleicester-shire.gov.uk	Acquisitions and Disposals	N/A - delegated Cabinet function
July 2025							
Marlborough Centre and Changing Places	Cabinet	Key	Public	29 July 2025	Councillor Tony Gillard Tel: 01530 452930 tony.gillard@nwleicestershire.gov.uk Senior Economic Development Officer Tel: 01530 454678 emily.marquez@nwleicestershire.gov.uk	Marlborough Centre and Changing Places	Delegated Cabinet function

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Former Tenant Rent Arrears, Current Tenant Rent Arrears, Council Tax, Non-Domestic Rates and Sundry Debts Write Offs	Cabinet	Key	Public	29 July 2025	Councillor Keith Merrie MBE Tel: 07596 112270 keith.merrie@nwleicester-shire.gov.uk Head of Finance Tel: 01530 454492 anna.crouch@nwleicester-shire.gov.uk	Former Tenant Rent Arrears, Current Tenant Rent Arrears, Council Tax, Non-Domestic Rates and Sundry Debts Write Offs	Delegated Cabinet function
Tenant Scrutiny Panel Report on Grounds Maintenance and Housing Repairs 9	Cabinet	Non-Key	Public	29 July 2025	Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicestershire.gov.uk Principal Housing Management Team Leader Tel: 01530 454700 andrew.wallace@nwleicestershire.gov.uk	Report and Appendix (the TSP findings and recommendations) Tenant Scrutiny Panel Report on Grounds Maintenance and Housing Repairs	The report has been through the Tenant Scrutiny model
Customer Services Annual Report	Cabinet	Key	Public	29 July 2025	Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicestershire.gov.uk Customer Services Team Manager nichola.oliver@nwleicestershire.gov.uk	Report Customer Services Annual Report	Corporate Scrutiny Committee - 19 June 2025

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Supplementary Estimates, Virements and Capital Approvals	Cabinet	Key	Public	29 July 2025	<p>Councillor Keith Merrie MBE Tel: 07596 112270 keith.merrie@nwleicester-shire.gov.uk</p> <p>Head of Finance Tel: 01530 454492 anna.crouch@nwleicester-shire.gov.uk</p>	Supplementary Estimates, Virements and Capital Approvals	N/A - decision delegated to Cabinet under the constitution
<p>Minutes of the Coalville Special Expenses Working Party - 10 June 2025</p> <p>29</p>	Cabinet	Non-Key	Public	29 July 2025	<p>Councillor Tony Gillard Tel: 01530 452930 tony.gillard@nwleicestershire.gov.uk</p> <p>Head of Property and Regeneration Tel: 01530 454 354 paul.wheatley@nwleicestershire.gov.uk</p>	<p>Report and Minutes of meeting - 10 June 2025</p> <p>Minutes of the Coalville Special Expenses Working Party - 10 June 2025</p>	The Working Party is a sub-committee of Cabinet
Money Hill Solar PV EV Charging Hub	Cabinet	Key	Private Information relating to the financial or business affairs of any particular person (including the authority holding that information)	29 July 2025	<p>Councillor Michael Wyatt Tel: 07773 341531 michael.wyatt@nwleicestershire.gov.uk</p> <p>Head of Community Services Tel: 01530 454832 paul.sanders@nwleicestershire.gov.uk</p>	Money Hill Solar PV Ev Charging Hub	Delegated Cabinet function

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Improving the Planning Service's Customer Experience	Cabinet	Key	Private	29 July 2025	<p>Councillor Tony Saffell tonyc.saffell@nwleicester-shire.gov.uk</p> <p>Head of Planning and Infrastructure Tel: 01530 454668 chris.elston@nwleicestershire.gov.uk</p>	Improving the Planning Service's Customer Experience	Delegated Cabinet function
<p>Acquisitions and Disposals</p> <p>8</p>	Cabinet	Key	<p>Private</p> <p>Information relating to the financial or business affairs of any particular person (including the authority holding that information)Report contains Exempt information</p>	29 July 2025	<p>Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicestershire.gov.uk</p> <p>Strategic Director of Communities, Strategic Director of Place Tel: 01530 454819, Tel: 01530 454555 andy.barton@nwleicester-shire.gov.uk, james.arnold@nwleicestershire.gov.uk</p>	Report Acquisitions and Disposals	Delegated Cabinet Function

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Award of Contracts 64	Cabinet	Key	Private Information relating to the financial or business affairs of any particular person (including the authority holding that information)Contains Exempt information	29 July 2025	Councillor Andrew Woodman Tel: 07970 520357 andrew.woodman@nwleicester.gov.uk Strategic Director of Place, Strategic Director of Communities, Strategic Director of Resources (Section 151 Officer) Tel: 01530 454555, Tel: 01530 454819, Tel: 01530 454495 james.arnold@nwleicestershire.gov.uk, andy.barton@nwleicestershire.gov.uk, paul.stone@nwleicestershire.gov.uk	Report Award of Contracts	Delegated Cabinet Function
August 2025							
Foundations Review - Disabled Facilities Grants Delivery	Cabinet	Key	Public	26 August 2025	Councillor Michael Wyatt Tel: 07773 341531 michael.wyatt@nwleicestershire.gov.uk Head of Community Services Tel: 01530 454832 paul.sanders@nwleicestershire.gov.uk	Foundations Review - Disabled Facilities Grants Delivery	Community Scrutiny, 26 June 2025

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Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Workforce Strategy	Cabinet	Key	Public	23 September 2025	<p>Councillor Nicholas Rushton Tel: 01530 412059 nicholas.rushton@nwleicestershire.gov.uk</p> <p>Head of Human Resources and Organisation Development hannah.panter@nwleicestershire.gov.uk</p>	Workforce Strategy	Corporate Scrutiny Committee, 13 March 2025
Good Design Guide for North West Leicestershire	Cabinet	Key	Public	23 September 2025	<p>Councillor Tony Saffell tonyc.saffell@nwleicestershire.gov.uk</p> <p>Head of Planning and Infrastructure Tel: 01530 454668 chris.elston@nwleicestershire.gov.uk</p>	Good Design Guide for North West Leicestershire	Community Scrutiny Committee, 10 April 2025
Supplementary Estimates, Virements and Capital Approvals	Cabinet	Key	Public	23 September 2025	<p>Councillor Keith Merrie MBE Tel: 07596 112270 keith.merrie@nwleicestershire.gov.uk</p> <p>Head of Finance Tel: 01530 454492 anna.crouch@nwleicestershire.gov.uk</p>	Supplementary Estimates, Virements and Capital Approvals	N/A - decision delegated to Cabinet under the constitution.

October 2025

Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
2024/25 Provisional Financial Outturn - General Fund	Cabinet	Non-Key	Public	28 October 2025	Councillor Keith Merrie MBE Tel: 07596 112270 keith.merrie@nwleicester-shire.gov.uk Finance Team Manager Tel: 01530 454684 sarah.magill@nwleicester-shire.gov.uk	2024/25 Provisional Financial Outturn - General Fund	To be confirmed when the schedule for the civic year 2025/26 has been agreed.
2024/25 Provisional Financial Outturn - Housing Revenue Account (HRA)	Cabinet	Non-Key	Public	28 October 2025	Councillor Keith Merrie MBE Tel: 07596 112270 keith.merrie@nwleicester-shire.gov.uk Finance Team Manager Tel: 01530 454684 sarah.magill@nwleicester-shire.gov.uk	2024/25 Provisional Financial Outturn - Housing Revenue Account (HRA)	To be confirmed when the schedule for the civic year 2025/26 has been agreed.
Supplementary Estimates, Virements and Capital Approvals	Cabinet	Key	Private	28 October 2025	Councillor Keith Merrie MBE Tel: 07596 112270 keith.merrie@nwleicester-shire.gov.uk Head of Finance Tel: 01530 454492 anna.crouch@nwleicester-shire.gov.uk	Supplementary Estimates, Virements and Capital Approvals	N/A - decision delegated to Cabinet under the constitution.

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Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Supplementary Estimates, Virements and Capital Approvals	Cabinet	Key	Public	13 January 2026	Councillor Keith Merrie MBE Tel: 07596 112270 keith.merrie@nwleicester-shire.gov.uk Head of Finance, Tel: 01530 454492, anna.crouch@nwleicester-shire.gov.uk, deborah.proctor@nwleicester-shire.gov.uk	Supplementary Estimates, Virements and Capital Approvals	N/A - decision delegated to Cabinet under the constitution.
3 February 2026 There are no items for this meeting.							
24 February 2026 Supplementary Estimates, Virements and Capital Approvals							
Supplementary Estimates, Virements and Capital Approvals	Cabinet	Key	Public	24 February 2026	Councillor Keith Merrie MBE Tel: 07596 112270 keith.merrie@nwleicester-shire.gov.uk Head of Finance Tel: 01530 454492 anna.crouch@nwleicester-shire.gov.uk	Supplementary Estimates, Virements and Capital Approvals	N/A - decision delegated to Cabinet under the constitution.
March 2026 There are no items for this meeting.							

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Decision	Decision Maker	Status of Decision	Public or Private (and reason – where private)	Date of Decision	Contacts	Documents to be submitted to the Decision Maker	Considered by Scrutiny or other Committee
Supplementary Estimates, Virements and Capital Approvals	Cabinet	Key	Public	19 May 2026	<p>Councillor Keith Merrie MBE Tel: 07596 112270 keith.merrie@nwleicester-shire.gov.uk</p> <p>Head of Finance Tel: 01530 454492 anna.crouch@nwleicester-shire.gov.uk</p>	Supplementary Estimates, Virements and Capital Approvals	N/A - decision delegated to Cabinet under the constitution.

June 2026

There are no items for this meeting.

Supplementary Estimates, Virements and Capital Approvals	Cabinet	Key	Public	23 June 2026	<p>Councillor Keith Merrie MBE Tel: 07596 112270 keith.merrie@nwleicester-shire.gov.uk</p> <p>Head of Finance Tel: 01530 454492 anna.crouch@nwleicester-shire.gov.uk</p>	Supplementary Estimates, Virements and Capital Approvals	N/A - decision delegated to Cabinet under the constitution.
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