



OVERVIEW SCRUTINY GROUP

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To: Councillors Baines, Bradshaw, Brookes, Capleton (Chair), Gerrard, Paling and Ranson (Vice-Chair) (For attention)

All other members of the Council
(For information)

You are requested to attend the meeting of the Overview Scrutiny Group to be held in Committee Room 2 - Council Offices on Monday, 8th April 2019 at 6.30 pm for the following business.

Chief Executive

Southfields
Loughborough

29th March 2019

AGENDA

1. APOLOGIES
2. MINUTES OF THE PREVIOUS MEETING 4 - 7
To approve the minutes of the meeting of the Group held on 11th March 2019.
3. DISCLOSURES OF PECUNIARY AND PERSONAL INTEREST
4. DECLARATIONS OF THE PARTY WHIP

5. QUESTIONS UNDER SCRUTINY COMMITTEE PROCEDURES
11.16

No questions were submitted.

6. CABINET ITEMS FOR PRE-DECISION SCRUTINY

The following items were identified for pre-decision scrutiny from the Cabinet agenda for 11th April 2019:

(a) LOUGHBOROUGH AND LEICESTER SCIENCE AND 8 - 13
INNOVATION ENTERPRISE ZONE

A report of the Chief Executive seeking Cabinet approval to the key elements of the proposed agreement with Leicester City Council and the Leicester and Leicestershire Enterprise Partnership to deliver the Loughborough and Leicester Science and Innovation Enterprise Zone will be considered by the Group. This is in order to make recommendations to the Cabinet, as appropriate.

7. OVERVIEW SCRUTINY GROUP PRE-DECISION SCRUTINY - 14 - 18
CABINET RESPONSE

A report of the Cabinet setting out its responses to recommendations of the Group on pre-decision scrutiny items.

8. WORK PROGRAMME 19 - 28

A report of the Head of Strategic Support setting out the list of forthcoming Executive Key Decisions and the Group's Work Programme for consideration, in order to identify items for future scrutiny.

9. EXEMPT INFORMATION

It is recommended that members of the public be excluded from the meeting during the consideration of the following item on the grounds that it will involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 and it is considered that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

10. REVENUES AND BENEFITS FUTURE SERVICE DELIVERY

An exempt report of the Head of Customer Experience to decide the future delivery option for the Revenues and Benefits Service from February 2020 will be considered for pre-decision scrutiny. This is in order to make recommendations to the Cabinet as appropriate.

SCRUTINY QUESTIONS

What topics to choose?

- What difference will scrutiny make?
- Is this an area of concern – public/performance/risk register?
- Is this a corporate priority?
- Could scrutiny lead to improvements?
- What are the alternatives to pre-decision scrutiny?

Pre-decision scrutiny

- What is Cabinet being asked to agree?
- Why?
- How does this relate to the overall objective? Which is ...?
- What risks have been identified and how are they being addressed?
- What are the financial implications?
- What other options have been considered?
- Who has been consulted and what were the results?
- Will the decision Cabinet is being asked to take affect other policies, practices etc.?

Basic Questions

- Why are you/we doing this?
- Why are you/we doing it in this way?
- How do you/we know you are making a difference?
- How are priorities and targets set?
- How do you/we compare?
- What examples of good practice exist elsewhere?

OVERVIEW SCRUTINY GROUP 11TH MARCH 2019

PRESENT: The Chair (Councillor Capleton)
The Vice Chair (Councillor Ranson)
Councillors Baines, Bradshaw, Gerrard and Paling

Councillors Taylor (Cabinet Lead Member for
Communities, Safety and Wellbeing) and Vardy
(Cabinet Lead Member for Planning, Inward
Investment and Tourism Strategy)

Chief Executive
Head of Planning and Regeneration
Head of Neighbourhood Services
Democratic Services Officer (NA)

APOLOGIES: Councillor Brookes

The Chair stated that the meeting would be recorded and the sound recording subsequently made available via the Council's website. He also advised that, under the Openness of Local Government Bodies Regulations 2014, other people may film, record, tweet or blog from this meeting, and the use of any such images or sound recordings was not under the Council's control.

60. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of the Group held on 11th February 2019 were confirmed as a correct record and signed.

61. DISCLOSURES OF PECUNIARY AND PERSONAL INTEREST

No disclosures were made.

62. DECLARATIONS OF THE PARTY WHIP

No declarations were made.

63. QUESTIONS UNDER SCRUTINY COMMITTEE PROCEDURES 11.16

No questions were submitted.

64. BUDGET VIREMENTS FOR PLANNING AND REGENERATION SERVICE

A report of the Head of Planning and Regeneration was considered (item 06A on the agenda filed with these minutes).

The Lead Member for Planning, Inward Investment and Tourism Strategy and the Head of Planning and Regeneration attended the meeting to assist with consideration of the item and gave the following responses to issues raised:

- (i) The Group was advised that there had been difficulties for several years trying to recruit officers to the team, especially for the senior roles. This was due to a known national shortage of professional planners and it was recognised that the Council competes in the labour market in accordance with its organisational and employment policies.
- (ii) Agency workers were being used selectively to fill long term vacancies as well as cover vacancies arising from internal movement between posts. The Group was informed that there were currently 8 vacant posts of which 4 were being covered by agency workers.

Councillor Paling was appointed as Chair part way through this item as Councillor Capleton was taken ill.

RESOLVED that the Cabinet be informed that the Group supports the recommendations as set out in the report of the Head of Planning and Regeneration.

Reason

Having considered the report and asked questions of the Lead Member for Planning, Inward Investment and Tourism Strategy and the Head of Planning and Regeneration on the matter, the Group concluded that it would be appropriate for the Cabinet to approve the recommendations set out in the report.

65. LOCAL DEVELOPMENT SCHEME

A report of the Head of Planning and Regeneration was considered (item 06B on the agenda filed with these minutes).

The Lead Member for Planning, Inward Investment and Tourism Strategy and the Head of Planning and Regeneration attended the meeting to assist with consideration of the item and gave the following responses to issues raised:

- (i) The Group was advised that the timeframe detailed in the report was achievable although the department had no control on variables such as further government regulation being issued or stakeholder input.
- (ii) Planned developments identified in the core strategy could be expected to deliver the infrastructure identified as they had been tested as part of the examination of that plan. Unplanned developments must be assessed to understand their impacts and those impacts then mitigated in accordance with the Community Infrastructure Levy Regulations. Where required infrastructure is not proposed it is a matter for the Plans Committee to consider the evidence and the harm caused and whether permission should be approved or refused. The Plans Committee had approved a number of applications in the last few years where required affordable housing was not included as part of the planning permission as evidence, independently tested by the District Valuer, suggested that the proposals would not be viable if it was included.

RESOLVED that the Cabinet be informed that the Group supports the recommendations as set out in the report of the Head of Planning and Regeneration.

Reason

Having considered the report and asked questions of the Lead Member for Planning, Inward Investment and Tourism Strategy and the Head of Planning and Regeneration on the matter, the Group concluded that it would be appropriate for the Cabinet to approve the recommendations set out in the report.

66. CHILDREN AND YOUNG PEOPLE'S STRATEGY 2019 - 2024

A report of the Head of Neighbourhood Services was considered (item 06C on the agenda filed with these minutes).

The Lead Member for Communities, Safety and Wellbeing and the Head of Neighbourhood Services attended the meeting to assist with consideration of the item and gave the following responses to issues raised:

- (i) The Group was advised that the draft strategy had already been considered by the Policy Scrutiny Group and the officers had taken on board their comments. The Strategy was now shorter and more user friendly.
- (ii) The strategy covered children and young people from the ages of 0 – 19 which was the same age range used for the Children and Families Plan as well as other services and it was felt appropriate for the strategy.
- (iii) The safeguarding policies were refreshed on an annual basis and relevant staff within the Council had been trained to look out for any signs of concern and to report them to a safeguarding officer.

RESOLVED that the Cabinet be informed that the Group supports the recommendations as set out in the report of the Head of Neighbourhood Services.

Reason

Having considered the report and asked questions of the Lead Member for Communities, Safety and Wellbeing and the Head of Neighbourhood Services on the matter, the Group concluded that it would be appropriate for the Cabinet to approve the recommendations set out in the report.

67. OVERVIEW SCRUTINY GROUP PRE-DECISION SCRUTINY - CABINET RESPONSE

A report of the Cabinet was considered setting out its responses to the recommendations of the Group on pre-decision scrutiny items (item 7 on the agenda filed with these minutes).

RESOLVED that the Cabinet's responses to the Group's recommendations be noted.

Reason

The Group was satisfied that it added value where appropriate and welcomed the Cabinet's consideration of the Group's views and recommendations as part of its decision making process.

68. WORK PROGRAMME

A report of the Head of Strategic Support was considered, to enable the Group to consider its work programme and forthcoming Key Decisions and decisions to be taken in private by the Cabinet in order to schedule items for pre-decision scrutiny and to provide an opportunity for members of the Group to raise suggestions on issues for scrutiny (in addition to pre-decision scrutiny) which fell within the Group's remit, for scheduling by Scrutiny Management Board (item 8 on the agenda filed with these minutes).

RESOLVED that the Group's current work programme be noted and updated following this meeting, in accordance with the decisions taken during consideration of this item and at this meeting and any items of pre-decision scrutiny that require changing due to their reprogramming by the Cabinet.

Reason

To ensure effective and timely scrutiny, either to provide Cabinet with advice prior to it taking a decision or to ensure that the Council and external public service providers and partners were operating effectively for the benefit of the Borough.

NOTES:

1. No reference may be made to these minutes at the Council meeting on 24th June 2019 unless notice to that effect is given to the Democratic Services Manager by five members of the Council by noon on the fifth working day following publication of these minutes.
2. These minutes are subject to confirmation as a correct record at the next meeting of the Overview Scrutiny Group.

CABINET – 11TH APRIL 2019

Report of the Chief Executive Lead Member: Councillor Jonathan Morgan

Part A

LOUGHBOROUGH AND LEICESTER SCIENCE AND INNOVATION ENTERPRISE ZONE

Purpose of Report

The purpose of this report is to seek Cabinet approval to the key elements of the proposed agreement with Leicester City Council and the Leicester and Leicestershire Enterprise Partnership to deliver the Loughborough and Leicester Science and Innovation Enterprise Zone.

Recommendation

That the Leader and Chief Executive be authorised to enter into an agreement with Leicester City Council and the Leicester and Leicestershire Enterprise Partnership to deliver the Loughborough and Leicester Science and Innovation Enterprise Zone including the Loughborough Science and Enterprise Park and Charnwood Campus in accordance with the principles set out in Part B of this report.

Reason

To enable the Council, Leicester City Council and the Leicester and Leicestershire Enterprise Partnership to establish clear arrangements to fulfil their mutual obligation to the Secretary of State for Housing Communities and Local Government to jointly deliver the Enterprise Zone.

Policy Justification and Previous Decisions

The Corporate Plan is broken down into three themes:

- Creating a Strong and Lasting Economy
- Every Resident Matters
- Delivering Excellent Services

The Loughborough and Leicester Science and Innovation Enterprise Zone is particularly relevant to the first theme.

The Corporate Plan contains the Council's specific objective to encourage new jobs to the Borough through promoting the delivery of the Science and Enterprise Park and encouraging new businesses to towns and villages.

The Council's Business Plan approved in March 2019 sets out a specific action to establish the governance mechanism and investment plan for the delivery of the Charnwood Campus and Loughborough University Science and Enterprise Park as

part of the Loughborough and Leicester Science and Innovation Enterprise Zone and that this needs to be in place by 31st December 2019.

Previously, in September 2015, Cabinet authorised the Leader and Chief Executive to enter into an agreement with the Leicester and Leicestershire Enterprise Partnership and other local authorities as necessary to promote and deliver the Enterprise Zone.

Implementation Timetable including Future Decisions and Scrutiny

In May 2017 the Secretary of State for Housing, Communities and Local Government entered into a Memorandum of Understanding with the Council, Leicester City Council and LLEP regarding the implementation of the Enterprise Zone (EZ) following its designation in April 2017.

That Memorandum of Understanding (MoU) has duration of 3 years expiring in May 2020. The MoU, inter alia, requires the local partners to enter into a fresh agreement setting out the delivery arrangements for the entirety of the duration of the EZ i.e. until 2042.

The aim is therefore to conclude the terms of a fresh agreement as quickly as possible and before the expiry of the existing Memorandum of Understanding.

Report Implications

The following implications have been identified for this report.

Financial Implications

The total business rate product estimated over the life of the EZ for the sites within the Borough is estimated at £113,000,000 [being £52m Charnwood Campus and £61m LUSEP]. This is a very significant amount and therefore the financial implications arising out of the operation of a future agreement are potentially substantial.

Risk Management

The risks associated with the decision Cabinet is asked to make and proposed actions to mitigate those risks are set out in the table below.

Risk Identified	Likelihood	Impact	Overall Risk	Risk Management Actions Planned
Failure to reach agreement	Unlikely (2)	Serious (3)	Moderate (6)	Sustained effort will be directed towards the negotiations to secure a successful outcome
Delays in reaching agreement	Unlikely (2)	Significant (2)	Low (4)	Sustained effort will be directed towards the negotiations to secure a successful outcome

Comments of Section 151 Officer

The matter of business rate retention, and in particular the proportions each party to the Enterprise Zone arrangement should retain, is a complex matter. Extensive financial modelling and discussions have taken place in order to negotiate the Council's share of the total business rate receipts, which should in theory leave the Council in a 'no worse off' position as compared to a situation where the Enterprise Zone had not been designated and business rates were retained in accordance with extant national retention rules. The negotiations culminated in a proposal from the LLEP in December 2018 that would allow 10% of all business rates arising from the Enterprise Zone sites in the Borough to be retained by the Council.

On the basis of the offer letter referred to above the opinion of the s151 officer is:

1. A retention rate of 10% in respect of both Charnwood sites within the Enterprise Zone can be construed as leaving the Council in a 'no worse off' position under the current business rate retention regulations (what might be described as the '50% retention' scheme).
2. The Council should reserve its right to reconsider this retention rate should the 50% retention scheme be superseded. A '75% retention scheme' is mooted by central government from 1st April 2020 and once the detailed calculation rules are understood it may be the case that a 10% retention rate for the EZ may no longer represent a 'no worse off' position for the Council.

It should be noted that as part of this proposal Leicestershire County Council and Leicestershire and Rutland Fire and Rescue Service would receive 2.5% of the business rates. This is outside the 10% retained by the Borough Council.

Key Decision: Yes

Background Papers: Cabinet report September 2015

Officer to contact: Geoff Parker
Chief Executive
01509 634600
geoff.parker@charnwood.gov.uk

Part B

Background

Enterprise Zone Application

1. In September 2015 Cabinet considered a report from the Chief Executive which authorised the Leader and Chief Executive to commit the Council to enter into an agreement along with other partners to deliver an Enterprise Zone including two sites in the Borough and one in the City of Leicester.
2. At that stage designation of the Zone had not occurred. Rather, following Cabinet approval, the Council along with the City Council and LLEP submitted an application to the Secretary of State in September 2015 to seek designation of both sites plus the Leicester Waterside site.
3. This application was unsuccessful, but a re-application was submitted in July 2016. Again, the applicants were the Council, Leicester City Council and the LLEP. By submitting an application, the Local Enterprise Partnership and local authorities agreed to deliver the proposed Enterprise Zone together.
4. Various amendments were made to this application culminating in a revised version in September 2016. This was approved in early 2017 and the designation came into effect on 1st April 2017.

Memorandum of Understanding

5. Following designation, the applicants signed a memorandum of understanding in May 2017, authority for the Council to enter into this MoU having been delegated by Cabinet in September 2015.
6. This has subsequently been the subject of much discussion but over the last 21 months it has been established that:
 - The MoU has no legal substance and is practically unenforceable
 - There is no obligation on the Council or Leicester City Council as business rates collection authorities to pay any monies to the LLEP
 - The substantial obligation of the MoU is the requirement for the parties to develop further agreements, implicitly before its expiry in May 2020.
7. Since signing the Memorandum of Understanding the parties have sought to reach agreement on the long-term arrangements to deliver the Enterprise Zone beyond the expiry of the current MoU in 2020. Two sets of issues have emerged.
8. The first is the treatment of Business Rates generated in the EZ during its 25 year lifetime to 2042.
9. The second and more profound issue is the governance framework and key principles upon which investment and other key decisions regarding the delivery of the Enterprise Zone will be made.

Business Rates Allocation

10. Many attempts have been made to establish a reasonable mechanism to allocate the business rates between:
 - Those that would have been generated had EZ status not been awarded
 - Those that would arise only as a consequence of EZ designation.
11. The former of these is counterfactual and so modelling has been based on the assumptions submitted in the EZ application to Government. That has been complicated by the fact that the assumptions were changed during the application process in very significant ways.
12. The other main complication is that there are many variables/unknowns in the actual business rate formula and, probably, the future business rates formula. These matters are referred to in the comments of the Section 151 Officer in Part A of this report.
13. However, in December 2018 the LLEP proposed that the billing authorities (i.e. Charnwood Borough Council and Leicester City Council) should retain 12.5% of the business rates which, for the Council, becomes 10% after adjusting for County and Fire Authority allocations.
14. Whilst the Council does not believe that this formula should apply equally across the 3 EZ sites, given their vastly different growth potential as set out in the EZ application, the Section 151 Officer considers that the proposed retention of 12.5% is in overall terms acceptable to the Council.

Governance

15. There is as yet no agreement on the governance arrangements through which the Enterprise Zone will be delivered beyond 2020.
16. However, it has recently been affirmed by the LLEP that the EZ application was made by 3 parties who agreed by the act of applying to deliver the EZ together.
17. As a result, it is now possible to develop an agreement that enables the 3 parties to make collective decisions.

Current Position

18. In January 2019 the Chairman of the LLEP made a proposal to the other two parties as follows:
 - The billing authorities retain 12.5% of the business rates generated on the Enterprise Zone sites within their area. For the Council this means that 10% of the Business rates would be retained and the other 2.5% would be paid over to the County Council and Fire Authority.
 - The other 87.5% is therefore available for investment. The LLEP proposed a minimum level of investment in the EZ sites of 37.5%.

- The decision making regarding that 87.5% is a matter for the 3 applicants acting jointly (and therefore not the LLEP).
19. It is notable that the other Enterprise Zone in the LLEP area, the MIRA Technology Park in Hinckley and Bosworth Borough Council, was designated 3 years prior to the designation of the Loughborough and Leicester Science and Innovation Enterprise Zone but as yet the LLEP has not concluded an agreement regarding its governance. It is therefore a matter of concern that satisfactory arrangements are put in place sooner rather than later so that the development of the Enterprise Zone sites is not further jeopardised.

Proposals

20. Cabinet is requested to endorse the following parameters within which the Leader and Chief Executive must operate to secure a final agreement with Leicester City Council and the LLEP:
- A Governance Body with ultimate decision-making authority must be established comprising the 3 applicant parties.
 - Investment plans for each site in the EZ must be prepared and approved by all 3 parties.
 - The Council must retain the ability, as per the existing MoU, to invest EZ Business Rates (i.e. the 87.5%) directly into the EZ sites in the Borough.
 - Business rates in excess of the amounts required to fulfil the investment needs of the Charnwood sites in the Enterprise Zone will only be made available for alternative purposes once the investment needs of the EZ sites have been met.
 - Should there be a significant and material change in the national Business Rates Scheme then the basis upon which the Council retains its share of the business rates generated in the Enterprise Zone will be reviewed.
21. Recent discussions with the other parties have indicated that these principles provide an acceptable basis for agreement.

Appendices

None.

OVERVIEW SCRUTINY GROUP – 8TH APRIL 2019

Report of the Cabinet

OVERVIEW SCRUTINY GROUP PRE-DECISION SCRUTINY – CABINET RESPONSE

Purpose of Report

To set out the Cabinet's responses to the recommendations of the Group on pre-decision scrutiny items.

Action Requested

To note the Cabinet's responses to the recommendations submitted by the Group on items considered for pre-decision scrutiny.

Policy Context

One of the principles of effective scrutiny, identified by the Centre for Public Scrutiny, is "provide a constructive critical friend challenge to the Executive".

Pre-decision Scrutiny

Since the May meeting of the Group, the Cabinet has considered the following items on which the Group undertook pre-decision scrutiny:

A. BUDGET VIREMENTS FOR PLANNING AND REGENERATION SERVICE

B. LOCAL DEVELOPMENT SCHEME

C. CHILDREN AND YOUNG PEOPLE'S STRATEGY 2019 - 2024

Details of the Group's consideration of the items as reported to the Cabinet on the 14th March 2019 are set out in the appendix to this report.

The Chair of the Group, Councillor Capleton, attended the Cabinet's meeting on the 14th March 2019 to present the Group's reports to the Cabinet.

Cabinet Response

The Cabinet considered the Group's reports and acknowledged the work undertaken and the views of the Group. In particular, the Cabinet responded as follows to the reports:

Budget Virements for Planning and Regeneration Service

The Cabinet adopted the officer recommendations, which the Group had supported.

Local Development Scheme

The Cabinet adopted the officer recommendations, which the Group had supported.

Children and Young People's Strategy 2019 – 2024

The Cabinet adopted the officer recommendations, which the Group had supported.

Report Implications

The following implications have been identified for this report:

Financial Implications

None.

Risk Management

No risks have been identified in connection with this report.

Background Papers: None

Officer to contact: Nadia Ansari
Democratic Services Officer
01509 634502
nadia.ansari@charnwood.gov.uk

BUDGET VIREMENTS FOR PLANNING AND REGENERATION SERVICE

Recommendation of the Overview Scrutiny Group

That the Cabinet be informed that the Group supports the recommendations as set out in the report of the Head of Planning and Regeneration.

Reason

Having considered the report and asked questions of the Lead Member for Planning, Inward Investment and Tourism Strategy and the Head of Planning and Regeneration on the matter, the Group concluded that it would be appropriate for the Cabinet to approve the recommendations set out in the report.

Meeting Discussion

The Lead Member for Planning, Inward Investment and Tourism Strategy attended the meeting to assist with consideration of the item and gave the following responses to issues raised:

- (i) The Group was advised that there had been difficulties for several years trying to recruit officers to the team, especially for the senior roles. This was due to a known national shortage of professional planners and it was recognised that the Council competes in the labour market in accordance with its organisational and employment policies.
- (ii) Agency workers were being used selectively to fill long term vacancies as well as cover vacancies arising from internal movement between posts. The Group was informed that there were currently 8 vacant posts of which 4 were being covered by agency workers.

LOCAL DEVELOPMENT SCHEME

Recommendations of the Overview Scrutiny Group

That the Cabinet be informed that the Group supports the recommendations as set out in the report of the Head of Planning and Regeneration Service.

Reason

Having considered the report and asked questions of the Lead Member for Planning, Inward Investment and Tourism Strategy and the Head of Planning and Regeneration on the matter, the Group concluded that it would be appropriate for the Cabinet to approve the recommendations set out in the report.

Meeting Discussion

The Lead Member for Finance and Property Services and the Strategic Director for Corporate Services attended the meeting to assist with consideration of the item and gave the following responses to issues raised:

- (i) The Group was advised that the timeframe detailed in the report was achievable although the department had no control on variables such as further government regulation being issued or stakeholder input.
- (ii) Planned developments identified in the core strategy could be expected to deliver the infrastructure identified as they had been tested as part of the examination of that plan. Unplanned developments must be assessed to understand their impacts and those impacts then mitigated in accordance with the Community Infrastructure Levy Regulations. Where required infrastructure is not proposed it is a matter for the Plans Committee to consider the evidence and the harm caused and whether permission should be approved or refused. The Plans Committee had approved a number of applications in the last few years where required affordable housing was not included as part of the planning permission as evidence, independently tested by the District Valuer, suggested that the proposals would not be viable if it was included.

CHILDREN AND YOUNG PEOPLE'S STRATEGY 2019 – 2024

Recommendations of the Overview Scrutiny Group

That the Cabinet be informed that the Group supports the recommendations as set out in the report of the Head of Neighbourhood Services.

Reason

Having considered the report and asked questions of the Lead Member for Communities, Safety and Wellbeing and the Head of Neighbourhood Services on the matter, the Group concluded that it would be appropriate for the Cabinet to approve the recommendations set out in the report.

Meeting Discussion

The Lead Member for Communities, Safety and Wellbeing and the Head of Neighbourhood Services attended the meeting to assist with consideration of the item and gave the following responses to issues raised:

- (i) The Group was advised that the draft strategy had already been considered by the Policy Scrutiny Group and the officers had taken on board their comments. The Strategy was now shorter and more user friendly.
- (ii) The strategy covered children and young people from the ages of 0 – 19 which was the same age range used for the Children and Families Plan as well as other services and it was felt appropriate for the strategy.
- (iii) The safeguarding policies were refreshed on an annual basis and relevant staff within the Council had been trained to look out for any signs of concern and to report them to a safeguarding officer.

OVERVIEW SCRUTINY GROUP – 8TH APRIL 2019

Report of the Head of Strategic Support

WORK PROGRAMME

Purpose of Report

1. To consider the list of forthcoming Executive Key Decisions and the Group's Work Programme in order to schedule items to be considered for pre-decision scrutiny.
2. To provide an opportunity for members of the Group to raise suggestions on issues for scrutiny, in addition to pre-decision scrutiny, which fall within the Group's remit, for scheduling by the Scrutiny Management Board.

Work Programme

The Group's current Work Programme is attached at Appendix 1.

In addition to Cabinet pre-decision scrutiny, the Group is also able to consider for inclusion on the Work Programme (subject to the agreement of Scrutiny Management Board):

- (i) Scrutiny of external public service providers and partners;
- (ii) Scrutiny of outside bodies, especially those which the Council gives grants to and/or has service level agreements with;
- (iii) Scrutiny of services which are shared with other local authorities including joint scrutiny of those services.

Key Decisions

To enable the Group to be aware of the Key Decisions to be taken by the Cabinet over the coming months and to determine which, if any, of these items should be programmed for pre-decision scrutiny, details of forthcoming Exempt and Key Decisions to be taken by the Cabinet are attached as Appendix 2.

Items dated prior to or for this meeting have been removed to avoid confusion on Appendix 2.

Background Papers:	None
Officer to contact:	Nadia Ansari Democratic Services Officer (01509) 634502

Responsible Body	Meeting Date	Issue	Scope of Item / Terms of Reference	Reason for Scrutiny	Invitees / Officers	Progress / Notes / Action Requested
Overview Scrutiny Group	8 th June 2019 (standing item)	OSG Pre-decision scrutiny – Cabinet Response	A report of Cabinet, setting out the response of Cabinet to recommendations by the Overview Scrutiny Group on pre-decision scrutiny items.		N. Ansari (report) Lead Officer (meeting)	
Overview Scrutiny Group	8 th June 2019 (standing item)	Work Programme	To agree and schedule items to be considered at future meetings.	To allow the Group to identify items, including the scrutiny of forthcoming Key Decisions, pre-decision scrutiny and the scrutiny of external public service providers and partners.	N. Ansari (report) Lead Officer (meeting)	
Overview Scrutiny Group	8 th June 2019 (standing item)	Cabinet items for pre-decision scrutiny			To be confirmed	Items may be determined by the Chair and Vice-chair in consultation with the Democratic Services Manager. Further items may also be added following publication of the Cabinet agenda.
Overview Scrutiny Group	8 th June 2019 (if applicable, standing item)	Pre-decision scrutiny of any specific financial matters to be considered by Cabinet.		Pre-decision scrutiny of any out-turn reports, virements and in-year service pressures, particularly when they are related to additional costs arising from decisions by other agencies to reduce services.	To be confirmed	Agreed by SMB 23 January 2019 (see minute 31.2) (supports recommendation of Budget Scrutiny Panel Jan 2019).

Responsible Body	Meeting Date	Issue	Scope of Item / Terms of Reference	Reason for Scrutiny	Invitees / Officers	Progress / Notes / Action Requested
Overview Scrutiny Group	June 2019	Capital Plan Outturn 2018/19		Cabinet item for pre-decision scrutiny.	T. Stankley	Added by SMB 08 August 2018 (see min 14.3).
Overview Scrutiny Group	June 2019	General Fund and HRA Revenue Outturn 2018/19 and Carry Forward of Budgets		Cabinet item for pre-decision scrutiny.	T. Stankley	Added by SMB 08 August 2018 (see min 14.3).
Overview Scrutiny Group	As required	Capital Plan Amendment Reports		Cabinet Report for Pre-decision Scrutiny.	T. Stankley	Agreed by OSG at its meeting on 13th November 2017, with the item to be included when the Chair and Vice-chair identify that there are particular issues that require scrutiny in that quarter's report.



**FORTHCOMING KEY
DECISIONS AND DECISIONS
TO BE TAKEN IN PRIVATE
BY CHARNWOOD BOROUGH
COUNCIL'S EXECUTIVE**

**Published
13th March 2019**

What is a Key Decision?

A key decision is one which:

- commits the Council to expenditure, savings or increases or reductions in income of £100,000 or more in any financial year;
- makes proposals in relation to the budget or the policy framework under Budget and Policy Framework Procedure 14.2(a); or
- will result in the closure of any facility from which Borough Council services are provided or a reduction by more than 10% in the level of a discrete service provided.

In other cases the impact of the decision will be considered in terms of the strategic nature of the decision, the effect on the amenity of the community or quality of service provided by the Council to a significant number of people living or working in the locality affected, the size of the area affected and the likely public interest in the decision.

What is a Private Meeting?

Meetings of the Council's Cabinet are open to the public to attend. All or part of a meeting may be held in private, where the item of business to be considered may result in confidential or exempt information being disclosed. Definitions of confidential and exempt information are set out in the Access to Information Procedures in the Council's Constitution.

Representations

Members of the public are able to make representations about forthcoming key decisions to be taken by the Council's Executive, these should be made in writing (including via e-mail) to the responsible officer (details are listed for each proposed key decision). Members of the public are also able to make representations concerning proposals to hold a meeting in private, these should be made in writing (including via e-mail) to Democratic Services (contact details below). In both cases, representations should be submitted by midday on the working day preceding the date on which the decision is due to be taken.

Other information

This document supersedes all previous Forward Plans.

If you have any general queries, please contact:

Karen Widdowson
Democratic Services Manager
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FORTHCOMING EXECUTIVE KEY DECISIONS

Decision Item	What is the nature of decision to be taken?	Who will take the decision?	When is the earliest a decision will be taken?	Documents to be considered?	Will the report be considered in public?	Who can give me more information?
Building Control Alternative Service Delivery Project	To request approval of the preferred delivery model for the provision of future building control services.	Cabinet	6th June 2019	Report	No	Richard Bennett Head of Planning and Regeneration Tel: 01509 634763 richard.bennett@charnwood.gov.uk
Charnwood Grants	To consider applications for revenue funding received in round one of the Community Facilities Capital Grants and Community Development Grant Schemes for 2019/20.	Cabinet	6th June 2019	Report	Yes	Julie Robinson Head of Neighbourhood Services Tel: 01509 634590 julie.robinson@charnwood.gov.uk
Capital Plan Outturn 2018/19	To report the Council's capital expenditure results for 2018/19 subject to audit.	Cabinet	4th July 2019	Report	Yes	Tina Stankley Head of Finance and Property Services Tel: 01509 634810 tina.stankley@charnwood.gov.uk
General Fund and HRA Revenue Outturn Report (2018/19) and Carry Forward of Budgets	To report the Council's revenue expenditure results for 2018/19 subject to audit.	Cabinet	4th July 2019	Report	Yes	Tina Stankley Head of Finance and Property Services Tel: 01509 634810 tina.stankley@charnwood.gov.uk
Capital Plan Amendment Report	To consider and approve amendments to the Capital Plan.	Cabinet Council	4th July 2019 2nd September 2019	Report	Yes	Tina Stankley Head of Finance and Property Services Tel: 01509 634810 tina.stankley@charnwood.gov.uk
Amendments to Annual Procurement Plan	To consider possible amendments to the Annual Procurement Plan.	Cabinet	4th July 2019	Report	Yes	Tina Stankley Head of Finance and Property Services Tel: 01509 634810 tina.stankley@charnwood.gov.uk

Decision Item	What is the nature of decision to be taken?	Who will take the decision?	When is the earliest a decision will be taken?	Documents to be considered?	Will the report be considered in public?	Who can give me more information?
Charnwood Dog Control Public Spaces Protection Order 2019	To approve the formal Notice of Intention to renew the Borough-wide Public Spaces Protection Order for Dog Control (dog fouling, dogs on leads and dogs under control) under Section 59 of the Anti-social Behaviour, Crime and Policing Act 2014.	Cabinet	4th July 2019	Report	Yes	Alan Twells Head of Regulatory Services Tel: 01509 634650 alan.twells@charnwood.gov.uk
Charnwood Grants	To consider applications for revenue funding received in round two of the Community Facilities Capital Grants and Community Development Grants Schemes for 2019/20.	Cabinet	19th September 2019	Report	Yes	Julie Robinson Head of Neighbourhood Services Tel: 01509 634590 julie.robinson@charnwood.gov.uk
Amendments to Annual Procurement Plan	To consider possible amendments to the Annual Procurement Plan.	Cabinet	19th September 2019	Report	Yes	Tina Stankley Head of Finance and Property Services Tel: 01509 634810 tina.stankley@charnwood.gov.uk
Capital Plan Amendment Report	To consider and approve amendments to the Capital Plan.	Cabinet Council	19th September 2019 4th November 2019	Report	Yes	Tina Stankley Head of Finance and Property Services Tel: 01509 634810 tina.stankley@charnwood.gov.uk
Medium Term Financial Strategy 2020-2023	To present a revised MTFS to Cabinet and Council for approval.	Cabinet Council	14th November 2019 20th January 2020	Report Report	Yes Yes	Tina Stankley Head of Finance and Property Services Tel: 01509 634810 tina.stankley@charnwood.gov.uk
Draft Capital Plan 2020/21 – 2022/23	To consider the draft Capital Plan for consultation.	Cabinet	12th December 2019	Report	Yes	Tina Stankley Head of Finance and Property Services Tel: 01509 634810 tina.stankley@charnwood.gov.uk

Decision Item	What is the nature of decision to be taken?	Who will take the decision?	When is the earliest a decision will be taken?	Documents to be considered?	Will the report be considered in public?	Who can give me more information?
Charnwood Grants	To enable Cabinet to consider applications for funding received in round three of the Community Facilities Capital Grants and Community Development Grants Schemes for 2019/20.	Cabinet	12th December 2019	Report	Yes	Julie Robinson Head of Neighbourhood Services Tel: 01509 634590 julie.robinson@charnwood.gov.uk
Draft General Fund and HRA 2020-21 Budgets	To seek approval to the Draft Revenue Budget for 2020-21 as a basis for consultation.	Cabinet	12th December 2019	Report	Yes	Tina Stankley Head of Finance and Property Services Tel: 01509 634810 tina.stankley@charnwood.gov.uk
Capital Plan Amendment Report	To consider and approve amendments to the Capital Plan.	Cabinet Council	12th December 2019 20th January 2020	Report	Yes	Tina Stankley Head of Finance and Property Services Tel: 01509 634810 tina.stankley@charnwood.gov.uk
Amendments to Annual Procurement Plan	To consider possible amendments to the Annual Procurement Plan.	Cabinet	12th December 2019	Report	Yes	Tina Stankley Head of Finance and Property Services Tel: 01509 634810 tina.stankley@charnwood.gov.uk
Charnwood Grants – Strategic Partners (2020/21 – 2021/22)	To consider recommendations regarding the proposed levels of Strategic Partner Grant funding for the next two years.	Cabinet	16th January 2020	Report	Yes	Julie Robinson Head of Neighbourhood Services Tel: 01509 634590 julie.robinson@charnwood.gov.uk
Capital Strategy, Treasury Management Strategy Statement, Minimum Revenue Provision Policy and Annual Investment Strategy 2020-21	To seek approval to a Capital Strategy, Treasury Management Strategy Statement, Annual Investment Strategy and Minimum Revenue Provision Policy for 2020-21 and the annual report on the Prudential Code, for recommendation to Council.	Cabinet Council	13th February 2020 24th February 2020	Report	Yes	Tina Stankley Head of Finance and Property Services Tel: 01509 634810 tina.stankley@charnwood.gov.uk

Decision Item	What is the nature of decision to be taken?	Who will take the decision?	When is the earliest a decision will be taken?	Documents to be considered?	Will the report be considered in public?	Who can give me more information?
2020-21 General Fund and HRA Revenue Budgets and Council Tax	To seek approval to the Revenue Budget, Capital Plan, Financial Plan for 2020-21 and to propose the Council Tax for approval by Council.	Cabinet Council	13th February 2020 24th February 2020	Report	Yes	Tina Stankley Head of Finance and Property Services Tel: 01509 634810 tina.stankley@charnwood.gov.uk
New Capital Plan 2020-21 to 2022-23	To approve the Capital Plan.	Cabinet Council	13th February 2020 24th February 2020	Report	Yes	Tina Stankley Head of Finance and Property Services Tel: 01509 634810 tina.stankley@charnwood.gov.uk

EXECUTIVE MEETINGS TO BE HELD IN PRIVATE

The following items are due to be considered by the Council's Cabinet and the public could potentially be excluded since exempt or confidential information could be considered.

Decision Item	What is the nature of decision to be taken?	Who will take the decision?	When is the earliest a decision will be taken?	Documents to be considered?	Will the report be considered in public?	Who can give me more information?
Revenues and Benefits – Future Service Delivery Options	To review the future service delivery options for the Revenues and Benefits Service and approve a final option to be implemented.	Cabinet	11th April 2019	Report	No	Karey Barnshaw Head of Customer Experience Tel: 01509 634923 karey.barnshaw@charnwood.gov.uk
Building Control Alternative Service Delivery Project	To request approval of the preferred delivery model for the provision of future building control services.	Cabinet	6th June 2019	Report	No	Richard Bennett Head of Planning and Regeneration Tel: 01509 634763 richard.bennett@charnwood.gov.uk

When items are considered in exempt or confidential session, the reasons for exemption would fall into one or more of the following categories:

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the authority proposes—
 - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - (b) to make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

CABINET MEMBERS

Members of the Council's Cabinet are as follows:

Name (Group)	Lead Member Responsibilities
Councillor Morgan (Conservative)	Leader of the Council Whole Council, Strategic Partnerships and Communications
Councillor Barkley (Conservative)	Deputy Leader of the Council Finance and Property
Councillor Bokor (Conservative)	Loughborough
Councillor Harper-Davies (Conservative)	Performance of Major Contracts
Councillor Mercer (Conservative)	Housing
Councillor Poland (Conservative)	Equalities, Member and Strategic Services
Councillor Rollings (Conservative)	Deputy Lead Member for Customer Services
Councillor Smidowicz (Conservative)	Regulatory Services, Enforcement and Licensing
Councillor Taylor (Conservative)	Communities, Safety and Wellbeing
Councillor Vardy (Conservative)	Planning, Inward Investment and Tourism Strategy