



SCRUTINY COMMISSION

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To: Councillors Bolton, Hadji-Nikolaou, Brookes, Grimley, Hamilton (Deputy Chair), Ranson and Seaton (Chair) (For attention)

All other members of the Council
(For information)

You are requested to attend the meeting of the Scrutiny Commission to be held in Virtual Meeting - Zoom on Monday, 10th August 2020 at 6.00 pm for the following business.

Chief Executive

Southfields
Loughborough

31st July 2020

AGENDA

1. APOLOGIES
2. MINUTES OF THE PREVIOUS MEETING 5 - 10
To approve the minutes of the meeting of the Commission held on 6th July 2020.
3. DECLARATIONS OF PECUNIARY AND PERSONAL INTERESTS
4. DECLARATIONS OF THE PARTY WHIP

5. QUESTIONS UNDER SCRUTINY COMMITTEE PROCEDURES
11.16

No questions were submitted.

6. RECOVERY CELL UPDATE

11 - 59

A report of the Strategic Director of Housing, Planning and Regeneration and Regulatory Services to provide the Commission with more detail on the approach to community recovery post Covid-19.

7. PRE-DECISION SCRUTINY OF ANY SPECIFIC FINANCIAL MATTERS TO BE CONSIDERED BY CABINET

There are no items of this nature on the Cabinet agenda for the Commission to consider.

8. CABINET ITEMS FOR PRE-DECISION SCRUTINY

The following items have been identified for pre-decision scrutiny from the Cabinet agenda for 13th August 2020 in order to make recommendations as appropriate to Cabinet:

- (a) Leisure Centre Contract Recovery
An exempt report of the Head of Leisure and Culture, circulated to members.

THIS IS AN EXEMPT REPORT AND WILL BE CONSIDERED UNDER ITEM 12.

- (b) Options for the 2020 Loughborough Remembrance Parade, Loughborough Fair, Loughborough Christmas lights switch on and Town Hall Pantomime 60 - 68

A report of the Head of Leisure and Culture to discuss major Loughborough events during the remainder of 2020 and to seek support for proposals for alternative delivery or cancellation of these events.

9. SCRUTINY COMMISSION PRE-DECISION SCRUTINY - CABINET RESPONSE 69 - 70

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

10. SCRUTINY COMMISSION WORK PROGRAMME 71 - 87

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.

11. 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 Paragraphs 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.

12. LEISURE CENTRE CONTRACT RECOVERY

An exempt report of the Head of Leisure and Culture, circulated to members.

For information, further meetings of the Group are scheduled as follows:

14 September 2020

12 October 2020

16 November 2020

7 December 2020

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?

SCRUTINY COMMISSION 6TH JULY 2020

PRESENT: Councillor Seaton (Chair)
Councillor Hamilton (Vice Chair)
Councillors Bolton, Hadji-Nikolaou, Brookes,
Grimley and Ranson

Councillors Morgan (Leader of the Council) and
Barkley (Deputy Leader of the Council and
Cabinet Lead Member for Finance and Property
Services)

Chief Executive
Strategic Director of Corporate Services
Strategic Director of Housing, Planning,
Regeneration and Regulatory Services
Head of Financial Services
Group Accountant (IA)
Information Development Manager
Democratic Services Officer (SW)

APOLOGIES: No apologies were received.

The Chair stated that the meeting would be live streamed, and the recording subsequently made available via the Council's website. She 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.

15. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of the Scrutiny Commission held on 1st June 2020 were approved.

16. DECLARATIONS OF PECUNIARY AND PERSONAL INTERESTS

No disclosures were made.

17. DECLARATIONS OF THE PARTY WHIP

No declarations were made.

18. QUESTIONS UNDER SCRUTINY COMMITTEE PROCEDURES 11.16

No questions were submitted.

19. ECONOMIC RECOVERY CELL UPDATE

A report of the Strategic Director of Housing, Planning and Regeneration and Regulatory Services To provide the Commission with more detail on the approach to economic recovery was considered (item 6 on the agenda filed with these minutes).

The Strategic Director of Housing, Planning and Regeneration and Regulatory Services attended the meeting, provided a presentation and assisted with the consideration of this item. The following summarises the discussion:

- i. The report and the work of the Officers in establishing the Council's approach to recovery was praised. It was acknowledged that the work undertaken was extensive and significant and that the Council's response to the unpredictable situation had been effective.
- ii. 'Charnwood in Business' was a scheme initiated by the Council to allow local business to promote their services to residents of the Borough utilising the Council's resources such as social media channels. The Economic Recovery Group had acknowledged that recent changes to public restrictions meant that some areas of the Borough remained within the area identified by the Government as requiring further restrictions, and this would cause disadvantage to businesses in those areas. Following the removal of the further restrictions in place, the Council will actively promote businesses in these areas that had an interest in the Charnwood in Business scheme.
- iii. Some of the public toilets in the Borough had reopened, such as in Market Place in Loughborough, the Outwoods and in Queen's Park. The opening of public toilets within parishes was subject to the respective Parish Council's approval.
- iv. The Council had commissioned Third Life Economics to undertake an Economic Impact Assessment, which would identify the key issues facing Charnwood across a range of sectors in the medium to longer term. A draft of the Economic Impact Assessment was currently being reviewed by senior Officers and would be circulated to Members once finalised.
- v. The impact of the pandemic on Loughborough University had been included in the Economic Impact Assessment provided by Third Life Economics. It was anticipated that as many students as possible would attend the University in Autumn 2020 and that a careful and considered approach was being taken to ensure safety.
- vi. The Council was monitoring the situation closely and was as prepared as possible for a future outbreak. An outbreak plan managed by Public Health England had been developed and the Council was following advice and guidance from the Government and promoting public health information to residents.

RESOLVED that the Commission noted the report.

Reason

To ensure the Commission was kept informed of the Council's recovery efforts.

20. PRE-DECISION SCRUTINY OF ANY SPECIFIC FINANCIAL MATTERS TO BE CONSIDERED BY CABINET

21. CAPITAL PLAN OUTTURN REPORT 2019/20

A Cabinet report of the Head of Financial Services to show the total expenditure on the Capital Plan for the year 2019/20 compared with the current budget, and those schemes that require carry forward of budget to 2020/21 and 2021/22 also the provisional arrangements for the financing of the Plan was considered for pre-decision scrutiny (item 7a on the agenda filed with these minutes).

The Head of Financial Services, the Group Accountant and the Lead Member for Finance and Property Services attended the meeting to assist with the consideration of this item.

The Commission did not have any issues it wished to discuss or questions on the report.

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

Reason

The Commission, having carefully considered the report, felt the Cabinet should approve the recommendations set out.

22. GENERAL FUND AND HRA REVENUE OUTTURN 2019/20 AND CARRY FORWARD BUDGET

A report of the Head of Financial Services to inform Cabinet of the Revenue Outturn position of the General Fund and Housing Revenue Account (HRA) for 2019/20 compared with the Original budgets and request budget carry forwards of £5.6k for the General Fund was considered for pre-decision scrutiny (item 7b on the agenda filed with these minutes).

The Head of Financial Services, the Group Accountant and the Lead Member for Finance and Property Services attended the meeting to assist with the consideration of this item.

The Commission did not have any issues it wished to discuss or questions on the report.

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

Reason

The Commission, having carefully considered the report, felt the Cabinet should approve the recommendations set out.

23. CABINET ITEMS FOR PRE-DECISION SCRUTINY

24. ENTERPRISE ZONE UPDATE

An exempt Cabinet report of the Chief Executive was circulated to Members and was considered under item 13 of the agenda.

25. SCRUTINY COMMISSION PRE-DECISION SCRUTINY - CABINET RESPONSE

A report of the Cabinet was considered setting out its responses to the recommendations of the Commission on pre-decision scrutiny items (item 9 on the agenda filed with these minutes).

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

Reason

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

26. COMMERCIALISATION SCRUTINY PANEL REPORT

A report of the Commercialisation Scrutiny Panel to present observations and recommendations to the Scrutiny Commission was considered (item 10 on the agenda filed with these minutes).

RESOLVED that the Scrutiny Commission considered the Commercialisation Scrutiny Panel report, attached as an Annex to the report, and agreed to submit it to the next available Cabinet meeting.

Reason

To ensure the observations and recommendations were considered by the Cabinet.

27. SCRUTINY COMMISSION WORK PROGRAMME

A report of the Head of Strategic Support to enable the Commission to review its own work programme, and the list of forthcoming Executive Key Decisions in order to schedule items for pre-decision scrutiny, was considered (item 11 on the agenda filed with these minutes).

The Head of Strategic Support attended the meeting to assist with the consideration of this item. The following Cabinet item was identified for pre-decision scrutiny:

- Public Space Protection Order (PSPO) Loughborough Town Centre – 14th September 2020.

RESOLVED

1. that forthcoming Executive Key Decisions or decisions to be taken in private by the Executive, set out in Appendix 2 to the report, and scheduled scrutiny of those matters, be noted;
2. that the Commission's current work programme be noted;
3. that the 'Public Space Protection Order (PSPO) Loughborough Town Centre' item be scheduled for pre-decision scrutiny at the Scrutiny Commission meeting held on 14th September 2020.

Reasons

- 1 & 3 .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.
2. To ensure effective and timely scrutiny.

Eileen Mallon left the meeting at 7pm.

28. EXEMPT INFORMATION

RESOLVED that members of the public be excluded from the meeting during the consideration of this item on the grounds that it involved the likely disclosure of exempt information as defined in Paragraphs 3 and 5 of Part 1 of Schedule 12A to the Local Government Act 1972, and the public interest in maintaining the exemption outweighed the public interest of disclosing the information.

At this point in the meeting the live streaming was switched off.

29. ENTERPRISE ZONE UPDATE

An exempt Cabinet report of the Chief Executive was considered for pre-decision scrutiny (exempt item 13 on the agenda filed with these minutes).

The Chief Executive, the Strategic Director for Corporate Services and the Leader of the Council attended the meeting to assist with the consideration of the item. A summary of the Commission's discussion on this matter is provided in the exempt minute (Scrutiny Commission Minute 29E. 2020/21).

RESOLVED that recommendations be made as detailed in the exempt minute (Scrutiny Commission Minute 29E 2020/21).

Reason

As set out in the exempt minute (Scrutiny Commission Minute 29E 2020/21).

NOTES:

1. No reference may be made to these minutes at the Council meeting on 7th September 2020 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 Scrutiny Commission.

<i>REPORT TO:</i>	Scrutiny Commission
<i>SUBJECT:</i>	Community Recovery Post Covid -19
<i>LEAD OFFICER:</i>	Eileen Mallon
<i>CABINET LEAD MEMBER:</i>	Cllr. J Morgan
<i>ORIGIN OF ITEM:</i>	The Scrutiny Commission on 1st June 2020 resolved that a single substantive agenda item for each meeting concentrates on one of the recovery cells as listed in the report of the Chief Executive 'COVID-19: Council approach to community, economic and organisational recovery'.
<i>BRIEF FOR THE COMMITTEE</i>	To provide the Commission with more detail on the approach to community recovery.

1. EXECUTIVE SUMMARY

- 1.1 At its meeting on 1st June 2020 the Scrutiny Commission received a report from the Chief Executive outlining the impact of the Covid – 19 outbreak on the financial and operational position of the Council. In addition, the Commission was advised of the actions taken to respond to the emergency and begin the recovery for the Community, Economy and Organisation.
- 1.2 The Economic Recovery cell actions were considered at the previous meeting on 6th July 2020, and this paper outlines the Community Cell approach to recovery. The original Community Cell work programme is attached at Appendix A. This has now been archived due to the number of actions completed, and the latest 'live' action plan is attached at Appendix B. These work programmes give an overview of the range of actions that have taken place since the start of the pandemic crisis.

The objectives of the Community Cell are to

- help the Charnwood community emerge from the coronavirus pandemic stronger than ever, and in a positive and creative way, build on the experiences and challenges that have been faced together and overcome
- develop improved networks of support and inclusivity through our partners in the voluntary sector and other agencies.
- ensure that our towns and villages can return to being vibrant, safe and welcoming places where over time we can come together to enjoy shared events
- ensure no-one is left behind, and those self-isolating for longer are supported and cared for as valued members of our community

2. Report

2.1 Response phase

At the start of the pandemic, the Council's focus was on the response element, which was mainly driven by the Local Resilience Forum through the activation of emergency plan processes. This included setting up the community hub to support those who were shielding or unable to access critical support services and food purchases, providing accommodation for rough sleepers and those at imminent risk of rough sleeping, closing open spaces and play areas, while dealing with the organisational impact of the closure of the Southfields office and most employees working remotely.

In addition, arrangements had to be made to protect those staff who were still operating in residents homes, most specifically the housing repairs team which has continued to respond to emergency repair requests throughout.

These actions were all covered by the community cell, and the extent to which officers became involved in the planning and execution of the response phase is evident from the scale of the actions contained in the original work programme attached at Appendix A.

It is important to note that during this phase, actions were highly reactive, as many of the regulations or government requirements were often issued with short notice implementation deadlines, and involved officers undertaking a significant amount of work to deliver them.

The work programme has been divided into a number of workstreams as follows

Building Stronger Communities

- Facilitate community initiatives to enable the community to reconnect and support return to the 'new normal' in a safe way.
- Support the community in recovery by coordinating living displays in various locations across the Borough, to encourage community cohesion and pride in the local area.
- Work with the Voluntary and Community Sector, by developing improved networks of support to build a better Charnwood.

Building Safe Spaces

- Support members of our community to return to our villages, towns and open spaces by making them safely accessible.

- Ensure a safe environment is upheld in the public realm, including the cleansing of facilities, for our residents.
- Assess the impact of the pandemic and the resource implications upon our VCS partners.
- Support our housing partners to tackle increased demand and any changes to housing priorities created by the pandemic.
- Work with the County Council and other partners to support safe travel and access to work and recreation.

Building Community Connections

- Alongside our partners, create frameworks and mechanisms for supporting our residents across the Borough, who will continue to be unable to leave their homes.
- Alongside our partners heighten support for our most vulnerable residents, including those suffering domestic abuse, financial hardship etc.
- Support our residents across the Borough to continue to build healthy minds and active bodies.
- Work with our partners to help support individuals in isolation and any residents suffering from loneliness by facilitating opportunities to build friendships and remain involved in wider society.
- Develop initiatives to support those in digital poverty and seek to increase virtual worlds for those people reverting to online support rather than physical.

Building a Lasting Legacy

- Utilise environmental benefits sustained throughout the pandemic to enhance the Council's carbon neutral agenda.
- Create and promote sustainable transport options to enable our residents to continue to increase air quality improvements.
- Celebrate our volunteers, community heroes, and key workers through positive initiatives, to provide recognition for those supporting the current and future situation.
- Harness and sustain the sense of community spirit that has been generated in response to the crisis to build a lasting legacy.

Key areas of activity

Throughout the response period, there have been some key activity areas which have helped us to deliver the objectives for the cell, and these are explained more fully below.

Charnwood Community Action Hub

The Council launched Charnwood Community Action (CCA) hub, in partnership with John Storer Charnwood and other voluntary sector organisations in the borough. The aim of the hub was to ensure that residents within the borough who maybe struggling were provided with appropriate support and advise during the pandemic. The Council committed £126,000 to support the services being provided out of the CCA. The CCA have been supported by other key partners such as The Bridge, Fearon Hall, Gorse Covert Community Centre and Equality Action.

In addition, the hub provides guidance and central co-ordination to groups and people who were volunteering to help others in the borough during this time. Many new community groups were quickly established throughout the borough to provide help to their local communities.

During the initial set up it became clear that many of the existing food banks in the borough could not cope with the demand and many of their volunteers were no longer able to help and as a result closed. The food bank co-ordination and food distribution provided via the Charnwood Food Poverty Group (CFPG) also could not cope with the increased demand that was created as a result of the pandemic and were also struggling to maintain volunteer levels.

All food bank activity was related to the hub at John Storer House and a food parcel delivery service set up. A total of 8465 food parcels have been delivered, as at Friday 17th July. These figures include deliveries to food bank clients (due to temporary closures) already registered with existing food banks prior to the hub set up. The hub has had 850 individuals registered to receive food parcels with over 600 recurring weekly deliveries.

Services provided through CCA include food essential items delivery, prescription collection drop off telephone contact/ welfare checks and advice and signposting to other services. A website was created to provide information about the services being provide and referral processes were put in place to ensure that individuals received the required support.

The CCA also partnered with the Loughborough Against Corona group during this period who were providing a matching platform for volunteers and residents to deliver neighbourly services and low-level

support e.g. helping to collect and deliver shopping and medical supplies for residents in the borough. During this period, they had 997 volunteers register with them and have completed 1235 tasks. This has included over 429 shopping trips with over 392 prescription collections and 283 recurring jobs.

Providing Support for those Shielding

The Council has worked in partnership with Leicestershire County Council (LCC) to provide support to those individuals who were told to shield by the government during this period. These are people identified as clinically extremely vulnerable and who may be at high risk of serious illness if contracting COVID-19. The government is currently advising people to shield until 31 July, and for those in the former Leicester extended lockdown areas which fell within the Borough, until 17th August.

All of the individuals in this cohort were written to and provided with additional support by registering through a government website. LCC were identified as the Local Authority providing overall support, but they have worked with Districts through their community hub provision to ensure residents were provided with the identified support. To assist with this the Council and the CCA made approximately 1700 telephone calls to Priority 4 Shielded individuals to identify whether they had any support needs. In addition, food parcels have also been provided to some individuals that are shielding to ensure that their dietary needs are met.

Sport and Active Recreation

On the 23rd March all face to face activities provided by the Council's sport and active recreation team were suspended. In line with Government guidance Active Charnwood have been focusing their efforts on promoting activity in the home via various social media platforms including; CBC/Charnwood Active Alliance websites, emails, newsletters and video channels such as You Tube. The first videos went public on 22nd April. Playlists have been created for family activities, gentle activities for adults (seated exercise), weight management maintainers classes, exercise classes for GP Referral participants and activities for people with learning disabilities. These videos are continuing to receive views daily.

Both Charnwood's' Easter and Summer Holiday Activity Programme for young people aged 5-16 years have also been moved online. The 'virtual' 6-week summer programme is a combination of pre-recorded and live online activity sessions and face to face delivery by some of our key providers (subject to current Covid-19 guidelines). Sessions include; daily family activities, love family fit with Tayplay, football skills with Leicester City Football Club and dance with Bhangra Fusion. There are also resources and activity ideas for people to do in their own time throughout the holiday period including den building, orienteering, cycling, multi-sports, tennis and running.

National and local physical activity campaigns continue to be promoted through Active Charnwood's social media channels including gardening week, walking month, Active Foxes, 2.6 challenge, Bike Week, Healthy Eating Week, Learning Disability Awareness Week, Men's Health Week and Love Parks Week.

Key Public Health messages are being produced and distributed on a weekly keep in touch sport and physical activity newsletter which is shared to Active Charnwood's participant database (4602 members) and club database (100 + clubs).

Local instructors are being utilised to deliver weekly yoga, circuit and mindfulness sessions to all Council staff, these are accessed via zoom and are free of charge to staff. On average 40 members of staff attend these sessions a week. Live physical activity sessions for Council staff children (Joe Wick's concept) is due to be launched next week. In addition, the weekly staff newsletter (Circulation 500+ employees) features a section on how to keep fit and healthy during lockdown and sport and physical activity opportunities.

In partnership with a range of partners Active Charnwood have been distributing physical activity bags to encourage older people to stay active at home. To date a total of 872 packs have been distributed.

In addition, Active Charnwood have also delivered 100 physical activity bags to encourage those families that have little or no access to sports equipment to be active at home.

Leisure, Culture and Events

Following the Government decision to close leisure centres, theatres, and museums, these buildings have remained closed to the public. Essential and planned maintenance has been ongoing to ensure when they do open to the public, they are ready to do so.

Plans continue to be made for the safe return of Charnwood Museum in August. This will include a one-way system and new ways of working to replace traditional interaction with the exhibits. While in lockdown the Museum ran a range of online projects and initiatives in partnership with Leicestershire County Council. These initiatives were designed to support and engage with local communities.

Due to Government guidance most of the Summer events programmed have now been cancelled. Event organisers have been supported in the decision-making process and provided with advice in line with Government guidance.

Consultation continues with event organisers and communities on events planned for autumn and winter months along with alternative suggestions to support the most vulnerable and at risk. This may

include the use of social media to support events such as Remembrance Day.

Plans are also being developed and will be considered by Cabinet on 13th August on the major events that may need to be cancelled or adapted. Special Christmas Markets, the use of social media and events that require advanced tickets are being considered, informed by the latest Government guidance.

Parks and Green Spaces

Parks and green spaces have played a significant role in supporting the community in both the response and recovery phases of coronavirus. They have formed part of the critical infrastructure that has supported residents needs for outside exercise and enjoyment, particularly where outside space in residents' homes is restricted.

At the start of lockdown, in line with Government guidance, play areas, outdoor gyms and skateparks had to be closed and measures were taken to prevent usage. The guidance was changed which allowed these facilities to be reopened with effect from 4th July. The completion of risk assessments, installation of new signage, and the removal of some equipment for social distancing allowed the Council's facilities to be open and operational from 6th July. An enhanced cleaning and inspection regime is in place.

It was necessary to close the Councils outdoor sports facilities like the golf course and tennis courts. Grass pitch sports like football, rugby and cricket have been suspended by their governing organisations. The golf course and tennis courts are now open, following revised guidance, and grass pitch sports are gradually being reinstated. This will be without the use of changing rooms or other associated facilities i.e. cricket pavilions for lunches.

It was considered necessary to close the Outwoods for a period at the start of lockdown. This decision was made knowing that other local attractions like Bradgate Park and Beacon Hill had decided to close. The combination of increased visitor numbers and the narrow paths in the woods made social distancing very difficult for visitors. All three of these locations reopened simultaneously on the 13th May.

Routine grounds maintenance on all of the green spaces has continued throughout the period, however, the pandemic has had an impact on our ability to source supplies and contractors to undertake the repair of play equipment, fencing and other items.

Homelessness and Rough Sleeping

On the 26th March 2020, the Government instructed all Councils to arrange accommodation for anyone sleeping rough or at imminent risk of sleeping rough to help reduce the spread of coronavirus.

The primary aim was to ensure anyone who was homeless within the Borough was offered somewhere safe to stay. Many people who are homeless in Charnwood have complex needs and vulnerabilities, and it can be challenging to identify, contact and encourage them to access accommodation and ensure that they remain in the accommodation provided.

The Council's Housing Needs Team were active from the outset with the CBC Lettings Team reserving spaces in bed and breakfast accommodation and the Housing Options Team working in partnership with voluntary and statutory agencies to identify people in need of assistance.

Since the 23rd March, 85 people have been placed in accommodation, and as at 27th July 2020, 25 rough sleepers or those at imminent risk of rough sleeping remained in Bed and Breakfast/emergency accommodation, and 7 in interim accommodation in the Council's housing stock. We would usually expect to be dealing with around 2 to 3 rough sleepers in normal circumstances.

The Ministry of Housing, Communities and Local Government (MHCLG) has asked Council's to start planning the next steps for accommodating and supporting people to move on from the emergency accommodation that has been provided. It is clear that the Council will be dealing with the needs of this group for some time, and we will look to secure funding and support from any government initiatives which may emerge.

In relation to other causes of homelessness, the Council has not seen a particularly high increase in Domestic Abuse, Prison Release and Hospital Discharge cases as expected or reported nationally.

Supporting Vulnerable Tenants and Residents

Since the outbreak of the coronavirus pandemic the landlord services teams, particularly those providing warden services and tenancy support, have engaged our most vulnerable tenants in trying to support them during these times.

This includes

- Outbound telephone calls to check their wellbeing are being made to tenants in sheltered accommodation by mobile wardens, who are currently unable to undertake home visits in person;
- This service was also provided for other Lifeline customers;
- As part of this service, those contacted have been asked whether they needed help with a food parcel, collection of prescriptions or some other service. Those who requested such help were referred to Charnwood Community Action (CCA);

- Similarly, all single tenants in general needs accommodation over the age of 70 were called by tenancy support and tenancy and estate management officers to check their wellbeing and refer to CCA if support was requested;
- Nearly 950 calls were made in April and May to single tenants over 70 not in sheltered or Lifeline accommodation. Over 430 of those were over the age of 80;
- Since the middle of April nearly 90 vulnerable tenants / lifeline customers have been referred to CCA.
- Since the middle of April over 18,100 calls have been made to vulnerable tenants, an average of nearly 1,300 per week. Since the middle of May nearly all calls are now being carried out by just the warden and Lifeline services.
- In addition to vulnerable tenants, officers identified a number of elderly residents living in other accommodation on their own, through electoral registration records. Where telephone numbers were available, officers from the Council's private sector housing Lightbulb team contacted around 900 residents to make welfare checks and offer advice and support. From these calls, 21 residents were referred to the community hub for support.

Engagement with Parish / Town Councils

The Council identified the need for an officer to act as a single point of contact for Parish/Town Councils to try and assist with the co-ordination of issues and queries being raised, and an officer was re-deployed on a part time basis into this role on 28th April 2020 to act as the Parish / Town Council Link Officer.

This role has ensured the flow of information between the Council and the Parish and Town Councils. The nature of the support and advice that has been requested has been varied. It has enabled the Council to respond to queries raised and for information to be disseminated in a co-ordinated manner.

During the response phase key areas of work included:

- Contacting Parish and Town councils to assess and feedback their position to relevant Council departments
- Sharing information, keeping them updated and answering requests for help and support
- Building rapport and relationships with the clerks

During this phase many local community volunteer groups were created and stepped in to support the vulnerable in their community. We saw community spirit and neighbours pulling together, offering prescription collection services, food deliveries and 'checking-in' on neighbours, and we were able to ensure that the Parish / Town Councils were aware of, and connected to, this support.

During the recovery phase much of the role has been working alongside other departments within the Council to provide advice and information to Parish/Town Councils. Examples include risk assessments, signage, equipment information, cleansing regimes, government guidance interpretation, information on PPE and links of where more details can be found.

3.0 Ongoing Recovery

The live work programme at Appendix B identifies the areas that we are due to focus on now that the response phase has been completed. This includes consideration of projects which will allow the community an opportunity to reflect on the loss of loved ones or to recognise and celebrate the work of key workers and volunteers, through community reflection spaces, recognising the importance of open spaces through a tiny forest initiative and continuing with the commemorative benches project.

In addition, ongoing support to those who are more vulnerable is being provided in partnership with our voluntary sector, and through our own services to support those who are homeless. The recent report to Cabinet on 9th July made some changes to the existing Charnwood Grants schemes to create a VCS COVID-19 Recovery grants scheme that will support the VCS sector to recover from the impact of the pandemic and help open up, rebuild and adapt the delivery of services. This will ensure that funding is quickly put in place to assist VCS organisations with the associated costs of taking those next steps towards recovery and rebuilding in the coming months. It is recognised that there will be additional costs incurred in getting VCS organisations up and running and loss of income will be impacting on their ability to meet core running costs in the period up to 31 March 2021 and possibly beyond.

Work with the Charnwood Food Poverty Group is ongoing to look at recovery and supporting the re-opening of pre-existing local food banks. The Shepshed food bank is now back up and running after a four week transition phase with 72 food parcels now being distributed from this location. Work is also in progress with the Soar Valley Food bank who hope to be back up and running within the next couple of weeks.

There are several other local food banks and COVID-19 related neighbour / local groups that continue to operate across Charnwood independently of the hub and support is being provided to these to

ensure that they can continue to deliver going forward and that provision is co-ordinated.

The challenge in relation to homelessness remains, and the MHCLG has launched the “Next Steps Accommodation Programme which invites local authorities, registered providers, and their local partners to engage with the next stage of our COVID-19 Rough Sleeping response. Funding is available for:

- Assessment of health, circumstances and needs and support
- Shorter-term/interim accommodation and immediate support
- Longer-term Move-on Accommodation.

The options for a bid are currently being considered in respect of a Charnwood only bid and or a joint bid across the County and Rutland.

Recognising that some major national celebrations such as VE day were severely impacted, and the importance of these to our communities is also being considered. This includes a range of opportunities for belated celebrations in sheltered housing schemes, where residents have identified ways to mark this occasion through commemorative benches, activities or plans for delayed parties when allowed.

*Appendices: Appendix A Archived Work programme
Appendix B Live work programme*

Background Papers:	None
Officer(s) to contact:	Eileen Mallon Strategic Director of Housing, Planning and Regeneration and Regulatory Services 01509 634662 eileen.mallon@charnwood.gov.uk

Title:	Community Recovery Cell	Date:	May 2020
Scope:	We will: <ul style="list-style-type: none"> ▪ help the Charnwood community emerge from the coronavirus pandemic stronger than ever, building on the experiences and challenges that have been faced together and overcome in a positive and creative way ▪ develop improved networks of support and inclusivity through our partners in the voluntary sector and other agencies. ▪ ensure that our towns and villages can return to being vibrant, safe and welcoming places where over time we can come together to enjoy shared events ▪ ensure no-one is left behind, and those self-isolating for longer are supported and cared for as valued members of our community 		

OBJECTIVE	TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
1. BUILDING STRONGER COMMUNITIES				
1.1	Facilitate community initiatives to enable the community to reconnect and support return to the 'new normal' in a safe way.	Develop a community calendar, collating all events that can be online in the short/medium/long term.	S. Wright	22/05/2020 COMPLETE: Developed a comprehensive list of events, detailing the event, the date by which the approach is to be agreed/whether it needs to be cancelled/ delivered differently etc. and the outcomes. Includes events taking places in towns/ villages across the Borough. SW circulated Community Calendar on 22/05/20. List of events has been circulated to Parish Councils and includes last date for cancellation. Advice drawn up by LRF and M. Roberts has also been circulated to all event organisers and Parish Clerks. More advice from LRF expected on 17 th June. Enquiry re: Shepshed Carnival received on 16/06/20 and advice issued in line with national guidance. ADDITIONAL UPDATE 07/07/20:

OBJECTIVE	TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
				Shephed Town Council now confirmed that the Carnival has been cancelled.
	Produce additional information regarding the decision making dates for cancellations of individual events. Link to cancellation process/ guidance.	S. Wright	Ongoing	COMPLETE: List of events with additional information compiled. Action ongoing and continues to be assessed weekly.
	Bring events calendar to ERC on a monthly basis, as part of decision making process.	S. Wright	Ongoing	COMPLETE: Calendar now ready to view. To be included as a separate agenda item from next week. Decision on Fair to be included on Forward programme for Cabinet. Informal Cabinet briefing to also be arranged.
	Consider comms on the forthcoming month of events in calendar.	S. Simpson	Ongoing	
	Produce a calendar of housing events that can be delivered in line with government guidance.	P. Oliver	June 2020	<p>IN PROGRESS: Currently working to produce calendar. To be circulated when appropriate. Investigating options to develop virtual type meetings.</p> <p>ADDITIONAL UPDATE 07/07/20: Currently liaising with tenants re: IT access. Status updated to be provided at next HMAB.</p> <p>ACTION 07/07/20: PO to ensure new lead member is reflected on HMAB Membership.</p>
Share and promote community events via the Council's online channels.	S. Simpson	Ongoing	COMPLETE: VE Day 75 Carillon celebrations went well. Good social media coverage. Media to continue in line with the events calendar. Nothing immediate to consider at present except for promotion of Armed Forces Day.	

	OBJECTIVE	TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
Page 24 1.2	Support the community in recovery by co-ordinating living displays in various locations across the Borough, to encourage community cohesion and pride in the local area.	Community Reflection Gardens [and planting] across the Borough in green spaces.	M. Bradford	Stage 1: November 2020 Stage 2: Spring/Summer 2021	<p>IN PROGRESS: Looking to determine specific sites. Investigating options for community art installation. Landlord Services have identified areas in the estates for Community Reflection Gardens. List collated of potential locations and sent to M. Bradford.</p> <p>ADDITIONAL UPDATE: 07/07/20: M. Bradford working with PC's and internal colleagues to identify potential sites prior to drawing up suitable schemes</p>
		Utilise shops/ museum to display community artwork i.e. rainbow artwork.	S. Wright	July 2020	<p>IN PROGRESS: SW currently developing an appeal seeking people to post online their artwork e.g. rainbows etc. Brief to be issued shortly which will include schools.</p> <p>Partnership meeting with County Museums Service taking place on 27/05/20 to map out key tasks. Currently ongoing and to be progressed further. To issue comms relating to opening of museum on 04/07/20.</p> <p>ADDITIONAL UPDATE 30/06/20: Opening as of August. Two partnership meetings have taken place to date. Awaiting corporate sign off for risk assessments. Need to ensure we abide by test and trace legislation by keep track of our customers via a booking system. Currently looking at different options to implement this.</p> <p>ADDITIONAL UPDATE 07/07/20: Museums re-opening in August, RAMS in development, and press release issued. New exhibitions planned.</p>

OBJECTIVE		TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
		Plant VE day celebration trees at sheltered accommodation where possible (consider VJ day). Milestones: <ul style="list-style-type: none"> ▪ Consultation ▪ Installation 	P. Oliver	Consultation June 2020 Installation TBC	<p>IN PROGRESS: Potential options being explored. SS to do media coverage, as appropriate. Consultation issued has been issued and closes on 30/06/20. People responding positively to date.</p> <p>ADDITIONAL UPDATE 07/07/20: Consultation complete and benches etc. will be ordered in line with VJ Day celebrations. A view is still to be undertaken on the type of event that can take place.</p>
		Plant commemorative trees to remember the people that have passed away.	M. Bradford	November 2020	<p>COMPLETE: Memorial Policy/ Guidance for benches and trees is now updated and uploaded to website. The webpage has also been updated. Spoken to Parishes to work with them and broaden the number of locations it could be undertaken. Promotion required, for Parishes to adopt our Policy and also directly with Funeral Directors.</p>
2. BUILDING SAFE SPACES					
2.1	Support members of our community to return to our villages, towns and open spaces by making them safely accessible.	Deliver a campaign to encourage the safe return and access to villages, towns and open spaces. A) Develop Plan to support social distancing in shared spaces - signage, floor markings, entrances to parks, car parks.	S. Wright	June 2020	<p>COMPLETE: Maps have been produced using GIS and moving forward visits will be conducted / alongside officer intelligence - to support hot spot spaces to focus on.</p> <p>Signage and floor graphics delivered on 22/05/20 for roll out to begin. Information to businesses also going out. Printed guidance to be issued on 01/06/20.</p> <p>Some specific maps with specific problems areas have been sent to County. We have identified streets to make one-way. Want to consult further with parishes before</p>

OBJECTIVE	TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
				<p>implementation and based on feedback from Highstreet Helpers.</p> <p>ADDITIONAL UPDATE 30/06/20: Some initiatives have changed (i.e. barriers) to implement one way systems. Police have supported the action and will continue to monitor to resolve any issues. Parish Councils also been involved.</p> <p>Stencils still not complete in villages, but there have not been any issues raised to date from high street helpers. Will continue to monitor after cafes, bars, pubs begin to open.</p>
	<p>B) Develop Proforma for volunteers / a pool of people that can be called upon to marshal open spaces.</p>	<p>S. Wright</p>	<p>01/06/20</p>	<p>COMPLETE: Loughborough, Shepshed, Thurmaston, Syston, Anstey/ major centres are being considered. Many of the welfare facilities are closed and this needs to be considered for hand washing etc. Risk assessment and JD complete. Both documents to be joined together. To be an observation role rather than a proactive helper. Reduces risk but loose visibility of role. Flow charts of known queries developed to determine resolution/outcome in advance and those responsible for decision making. Currently modifying documents from the Fair for this process. Incidents Log to be utilised for known issues/ incidents and Silver Command to use this for escalating of issues.</p> <p>ADDITIONAL UPDATE 09/06/20: 18 volunteers, plus additional from Town Hall. SPA involved for weekend Saturday cover. All to be briefed this week. All areas are covered.</p> <p>ADDITIONAL UPDATE 07/07/20: Some staff</p>

OBJECTIVE		TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
					need to return to substantive duties e.g. mobilisation of museum. Need a small pool of officers that can move around.
		C) Produce Queue management mechanism.	S. Wright	June 2020	COMPLETE: Most leaflets now distributed to businesses. Script sent to contact centre to deal with enquiries.
		D) Produce Risk Assessment for marshalling of activities.	Sub-Group	18/05/20	COMPLETE: N. Buckland produced risk assessment highlighting key issues for consideration. List of priority areas to be included, alongside risk assessment.
		E) Consider Parish Council/ member involvement to ensure synergy and support delivery of the campaign.	J. Robinson/ V. Coomber	02/06/20	COMPLETE: VC liaised with parishes on their 'hot spots' and some have offered welfare facilities for staff volunteers. Also shared information of what is happening in Loughborough which has generated a range of requests for floor signage. Currently surveying the demand for signage to determine most suitable approach for issuing of it. Floor Markers have been retained for Parish Councils and distribution to begin with the 'big' 10 councils initially. Each to get 10 floor markers.
		F) Develop coordinated approach to issuing communications and promoting key campaigns/ messages.	S. Simpson	16/06/20	COMPLETE: Press release issued explaining plans we have put in place for re-opening of high streets. Linked in with InBusiness campaign. Messages issued on 13/06/20 to promote the safe return to the high streets. Also circulated wider LRF communications.
2.2	Ensure a safe environment is upheld in the public realm, including the cleansing of facilities, for our residents.	Develop approach for cleansing of street furniture in our towns, villages and open spaces.	M. Bradford	June 2020	COMPLETE: Idverde on notice to obtain backpack sprayers to sanitise street furniture with, which will include bus stops/benches. Consideration is being given to geographical scope – most of the Council's furniture is located in Loughborough. Bus shelter ownership needs unpicking further. Will be continued as an ongoing action (on a daily basis).

OBJECTIVE		TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
Page 28					Re-sprayed Loughborough town centre over the bank holiday weekend and continue to clean bus shelters etc. and issue signage.
		Review of seating arrangements across the Borough including positioning of benches and removal where appropriate, to encourage social distancing.	M. Bradford/ S. Wright	June 2020	COMPLETE: MB currently reviewing seating arrangements/positioning of benches and where they might be removed. Some benches are still under review. As they are difficult to remove, they will continue to be monitored closely.
		Consider social distancing signage and priority for vulnerable people on seating across the Borough.	M. Bradford/ S. Wright	June 2020	CLOSED: Not undertaken, as members of the public are tending to use common sense to support social distancing around benches. As larger groups are allowed to congregate, this action can now be closed.
		Gain an overview from each of the Town/ Parish Councils and develop a brief audit of the street furniture/ benches in each of the local areas.	V. Coomber/ M. Bradford	21/05/20	COMPLETE: VC contacted parishes on 21/05 advising to get in touch should they require advice and help.
		Consider communications aspect around removal/prioritisation of benches and cleansing of street facilities etc.	S. Simpson	16/06/20	COMPLETE: Last week communications was issued on social media including positive pictures of street cleansing. Only one negative comment received.
2.3	Manage potential issues with ASB arising from young people, social distancing, crowds in town centres and opening up of night-time economy through the Community Safety Plan.	Link with the work of the Community Safety Recovery Plan in respect of youth related ASB/daytime economy issues in relation to social distancing/ASB and night-time Economy.	J. Robinson/ CSP	Ongoing	IN PROGRESS: JR working with partners to compile a joint Plan in respect of dispersal/social distancing/ASB. Draft plan submitted to LRF – plan to be circulated and added to as evolves. Separate meeting taking place re: night-time economy, led by OPCC. May potentially impact the wider plan.

OBJECTIVE	TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
				<p>Meeting weekly to discuss the Plan. Includes Enforcement; the BID etc. in relation to the night- time economy. Group needs to be made aware of plaza areas and were hotspots of trouble may arise. To feed into workstream in Economic Recovery Cell as Hospitality and Night-time Economy strand for monitoring.</p> <p>ADDITIONAL UPDATE 30/06/20: Meeting this morning- lack of involvement from the BID. Police acting in response to Leicester local lockdown.</p> <p>ADDITIONAL UPDATE 07/07/20: Town centre ASB meeting still taking place on a weekly basis. Some issues with youth ASB and pubs, nothing major. Will continue to monitor. McDonalds have not been using the retail radio system.</p>
2.4	Work with the Voluntary & Community Sector, by developing improved networks of support to build a better Charnwood.	Work with Charnwood Food Poverty Group (CFPG) to look at future of Foodbank Hub location and organisation and getting individual foodbanks up and running safely.	J. Robinson / V Graham / CCA	<p>IN PROGRESS: Conversation has taken place with CFPG / some individual foodbanks regarding sustainably, funding etc. Discussions have also begun with JSH around what might be sustained to support people on a more long-term basis.</p> <p>Shepshed Food Bank likely to be the first to start again shortly, outside of JSH. Looking at a transitional plan with Food Poverty Group.</p> <p>The Food Poverty Group are currently advertising for a Food Poverty Officer (replacement post).</p> <p>UPDATE: 07/07/20: Shepshed Food Bank will</p>

OBJECTIVE	TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
				be back up and running from next week, with Mountsorrel to follow over the coming weeks.
	Assess increase food demand and supply and assist Charnwood Food Poverty Group to meet this increased demand.			<p>IN PROGRESS: Discussions ongoing as part of the above.</p> <p>Food parcels continuing to rise, in line with the regional picture. Continue to assess the needs of individuals every four weeks.</p> <p>Additional review to take place once we have further clarity on what is happening with shielded people.</p>
	VCS Forum to be retitled Charnwood Community Action Forum – meeting to be held to discuss how best to achieve more co-ordinated approach/improved network.			<p>IN PROGRESS: Discussions taken place with some VCS Forum members.</p>
	Work with VCS partners to create a partnership offer of services aimed at developing individual personal development plans to support wellbeing.			<p>IN PROGRESS: Discussions have taken place with some VCS organisations regarding this approach.</p>
	Re launch locality PACT meetings to assess how local organisations can help meet resident needs.			<p>IN PROGRESS: Discussions taken place re: suitable platform to host these meetings – Loughborough East meeting already been held.</p> <p>ONGOING UPDATE 16/06/20: Now meeting virtually on an ongoing basis.</p>
	Community Centres Meeting to be held on regular basis to share good practice and ensure			<p>IN PROGRESS: First community centres meeting has been held – will be held regularly to discuss a range of related issues.</p>

OBJECTIVE		TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
		co-ordinated approach.			<p>Money signed off for next phase- up to September. Bi- weekly meeting currently taking place.</p> <p>ADDITIONAL UPDATE 30/06/20: Awaiting guidance for opening of community centres. Concerns around signage, PPE, safety measures etc. No guidance circulated for opening of community centres. Can only currently open for indoor market or early years childcare.</p> <p>ADDITIONAL UPDATE: 07/07/20: Guidance for community centres has been published. Centres are likely to be under financial pressure as opportunities for revenue are limited.</p>
2.5	Assess the impact of the pandemic and the resource implications upon our VCS Partners.	Undertaken survey of all VCS organisations to assess the impact of the COVID pandemic.	J. Robinson / V Graham / CCA	30 June 2020	COMPLETE: Survey complete and used to input into COVID recovery grants. This will be tabled at Cabinet on 09/07/20.
		Assess responses to survey and identify main areas identified – provide appropriate advice / signposting / guidance via CCA Forum			COMPLETE: As above.
		Work with our strategic partners to understand the potential impact on their financial viability and implications for the continued delivery of services.			IN PROGRESS: Discussions ongoing with individual organisations. VCS Development Officer continues to work with VCS Partners. Table developed to capture the discussion and requested needs of VCS Partners.
		Work with our strategic partners to open and operate safely.	J. Robinson	September 2020	IN PROGRESS: Discussions ongoing as part of the survey and with individual organisations.

OBJECTIVE		TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
		Support our strategic partners to access appropriate personal protective equipment.	J. Robinson	August 2020	IN PROGRESS: PPE already ongoing discussion for CCA Hub and will be part of ongoing discussions.
		Support strategic partners / VCS to access funding.	J. Robinson	July 2020	IN PROGRESS: All relevant funding information as identified has been circulated to both Strategic Partners and wider VCS. Discussions also taking place with some funding bodies.
		Review Charnwood Grants process – reshape as appropriate in response to COVID-19 recovery			IN PROGRESS: Paper to Cabinet on 09/07/20 seeking agreement for development of VCS COVID-19 Recovery Grants. Estimated launch date of 20/07/20, with a three week window for applications. The maximum award will be £5,000. ACTION 16/06/20: SS to coordinate communications to promote COVID-19 Recovery Grants.
2.6	Support our housing partners to tackle increased demand and any changes to housing priorities created by the pandemic.	Work with Rough Sleepers to provide advice and assistance under Part 7, including issuing a letter to all applicants and ensure all eligible applicants have been referred to the Bridge for support and accommodation and request confirmation on whether they have been assessed and accepted as a case.	A. Simmons	March 2021	IN PROGRESS: The Housing Options team have provided advice and assistance to 65 individuals since lockdown following the Government request to provide accommodation for all those rough sleeping or at imminent risk of rough sleeping. Accommodation is still being provided for 28 B&B & 5 in our own stock (30/06/20) 30 individuals (23 June 2020). Four are scheduled to be signed out this week. Referrals have been made to the Bridge for the RSI Pathway. We are working with Bridge to understand why a number of the referrals are being refused.

OBJECTIVE	TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
	<p>Identify available support, private rented, registered provider and our own stock as move on from emergency accommodation. Match eligible applicants to accommodation and retain emergency accommodation for those not eligible to arrange a planned exit from emergency accommodation.</p> <p>Liaise with support providers on capacity to assist applicants in securing and sustaining accommodation.</p>	A. Simmons	March 2021	<p>ADDITIONAL UPDATE 07/07/20: Still waiting for prospectus. 27 individuals (reduced number, but still too high)</p> <p>IN PROGRESS: Charnwood nominated the lead for the LLR to provide accommodation as part of the Recovery Process.</p> <p>CBC Lettings are leading on the daily coordination of the emergency, supported and private sector properties that are available across the LLR.</p> <p>Right to Rent packs are being coordinated for the referrals from the Bridge for the private sector properties. Barriers to the private sector are the lack of guarantors.</p> <p>Work being undertaken to formulate the incentives that can be offered using the RSI funding across LLR.</p> <p>Council stock being used for temporary accommodation and to assist with move on through the pathway. Suitable properties being identified, and individuals being matched.</p> <p>Discussions are taking place on behalf of the LLR with Registered Providers for accommodation to be provided for move on for those placed.</p> <p>Question being raised by the Registered Providers who will provide the support to those accommodated as the RSI Pathway has insufficient resources to support all those placed across the LLR.</p>

OBJECTIVE		TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
					<p>Piece of work being undertaken to understand the level of support and accommodation required to discuss with the Registered Providers.</p> <p>The data from the above will be used in discussions with MHCLG/Homes England for future capital funding for move on and supported accommodation with revenue funding provided for the support.</p>
		Prepare press releases and briefings to detail the role of the Council in providing advice, assistance and accommodation where applicable as guidance received and the Council's role changes.	A. Simmons	March 2021	<p>IN PROGRESS: Lead Member updates provided fortnightly.</p> <p>Website COVID page has been updated as Government guidance has been announced.</p>
3. BUILDING COMMUNITY CONNECTIONS					
3.1	Create frameworks and mechanisms for supporting our residents across the Borough, who will continue to be unable to leave their homes.	Establish position of LAC and co-ordination of volunteers going forward to ensure continuation of support mechanisms.	J. Robinson	Ongoing	<p>IN PROGRESS: Meeting been scheduled with LAC to discuss. LAC seeking position of volunteers moving forward. Continuing to support LCC with shielded individuals. All ongoing as part of Community Hub provision.</p> <p>May see increase in demand in the short term. Still collecting data on volunteers. Currently have enough to continue.</p> <p>ADDITIONAL UPDATE 07/07/20: Demand for the service is reducing.</p> <p>ACTION 23/06/20: To gain understanding of new guidance for those who are no longer</p>

OBJECTIVE		TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
					shielding but are still staying indoors. JR to provide numbers, if realistic. ACTION 23/06/20: Transition arrangements to be discussed with County & colleagues for shielded individuals moving forward.
		Provide support to groups that have been established as a result of the pandemic to continue to operate and support people locally.	J. Robinson	Ongoing	IN PROGRESS: Discussions taking place with some groups re: governance, future provision, volunteering and funding.
		Look at volunteer co-ordination and development.	J. Robinson	September 2020	IN PROGRESS: Discussions with CCA aimed at ensuring volunteer retention, co-ordination and development. Also covered in grant scheme.
Page 35 3.2	Alongside our partners heighten support for our most vulnerable residents, including those suffering domestic abuse, financial hardship etc.	Maintain activity in relation to hospital and prison discharge to support a smooth transition into the community.	A. Simmons	August 2020	IN PROGRESS: Documents signed off, awaiting a launch date. To be discussed at next CHOG meeting. ADDITIONAL UPDATE 23/06/20: CHOG to agree the date for the suite of Protocols that have been signed off to be launched which includes the Hospital and Prison Discharge Protocols. Likely to be August 2020. ACTION 16/06/20: AS/ SS to coordinate communications to hospital/ prison discharge policy.
3.3	Support our residents across the Borough to continue to build healthy minds and active bodies.	Develop and deliver the online programme of physical activity and produce hard copy packs for residents without internet access.	J. Robinson	August 2020	IN PROGRESS: Online Summer activity programme being produced. Fusion are also producing a programme. Packs being put together for a range of demographics. Children & Family Packs arrived last week. Older People material received, packs to be

OBJECTIVE	TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
				<p>developed and distributed.</p> <p>To continue to monitor how many packs are distributed.</p> <p>ACTION 08/06/20: JR to send older person packs to AS for Lightbulb.</p> <p>ACTION 16/06/20: SS to link in with Zoe and Sylvia re: comms for summer activity programme – both sporting and cultural.</p>
	Embracing opportunities to keep people active and sustain levels of activity.	J. Robinson	Ongoing	<p>IN PROGRESS: Plan put together to keep people active. Comms included in Members Bulletin.</p> <ul style="list-style-type: none"> - Bringing small scale walks back. - Packs/ equipment to encourage people to exercise. - Fusion- ongoing activity virtually. - <p>Working on risk assessments about what can be undertaken and mitigate any issues. Looking to get activity up and running on a smaller scale.</p>
	Co-ordinate and promote existing network of services aimed at helping support mental health across the borough – including VCS provision. Identify gaps and look at additional provision through VCS networks.	J. Robinson	September 2020	<p>IN PROGRESS: Discussions taken place with both statutory and VCS providers about mechanisms in place to support individuals. Working with Loughborough Wellbeing Café as they got some funding to do some work. To also link in with the grants. Mental Health Forum took place via Zoom in June 2020. Work programme being developed to develop the offer for residents.</p> <p>Mental health issues increasing. Seeking advice and support from partners, to further support individuals.</p>

OBJECTIVE	TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
				<p>Re-issue comms on mental health and provide numbers for people to contact for support. ADDITIONAL UPDATE 07/07/20: Potentially some bids may be received through the grants process. There is increased demand for services.</p>
	<p>Review open space provision and update activities in line with government guidance. Fusion also likely to be using this.</p> <p>Consider indoor/ outdoor and new regulations.</p>	<p>M. Bradford/ S. Wright</p>		<p>IN PROGRESS: Lots of demands on parks and open spaces. Discussed a way forward on allocation of space. A range of potential options available. Determine options/ spaces for outdoor exercise (internal activity in particular as a priority first). Potential to charge under Charging Policy. To also include spaces in each of the parishes. Currently not viable due to national guidelines.</p> <p>ADDITIONAL UPDATE 07/07/20: DD completed, and people will be able to book from next week. Some enquiries received from private instructors and gyms.</p> <p>ACTION 07/07/20: SS to suggest some Comms to MB re the marking of spaces in the parks.</p>
	<p>Look at the use of the Council's sports facilities and how they may be opened and used in the future.</p>	<p>S. Wright/ M. Bradford</p>	<p>IN LINE WITH GOVERNMENT GUIDANCE</p>	<p>IN PROGRESS: Open in line with government guidance - golf courses, fishing, Outwoods, tennis courts etc.</p> <p>Initial signage in place but follow up work is required to progress further. Alternative payment method at golf course also to be progressed.</p> <p>Expecting most to open but monitoring closely. Risk assessments continuing to be undertaken.</p>

OBJECTIVE		TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
					<p>ADDITIONAL UPDATE: To be complete by 02/07/20. Signage ordered this week. Play areas cleaned more regularly in high usage areas. Will limit no. of users per equipment, time limits and responsibility of users to maintain cleanliness.</p> <p>ADDITIONAL UPDATE: 07/07/20: play areas / MUGAs that can be opened have been, and plan in place for opening cricket pitches. Changing areas will remain closed. The skate park is open.</p>
		Consider links to Lightbulb and provision for elderly residents and sheltered residents	A. Simmons/ P. Oliver	TBC - action is dependent on above tasks	<p>NOT YET STARTED: Packs to be promoted through Lightbulb.</p> <p>ADDITIONAL UPDATE 07/07/20 - Packs being assembled for distribution.</p>
3.4	Work with our partners to help support individuals in isolation and any residents suffering from loneliness by facilitating opportunities to build friendships and remain involved in wider society.	Work with existing organisations and ones that have been established in response to COVID-19 including Foodbanks, befriending, Loughborough against Corona, local volunteer networks to ensure continuation.	J. Robinson	Ongoing	IN PROGRESS: See actions above.
		Work with CCA to co-ordinate VCS services available that provide befriending, support to carers, respite opportunities and build on the increase in volunteer numbers and neighbourly groups to ensure local provision.	J. Robinson	October 2020	<p>IN PROGRESS: Initial discussions have taken place with various organisations.</p> <p>Conversations taking place re: a longer term coordinated Hub. JR to include data.</p>
3.5	Develop initiatives to support those in digital poverty and	Explore opportunities with private and VCS partners to	J. Robinson	September 2020	IN PROGRESS: Phones have been delivered to the Hub and included 3 months pre-paid. Will link into the befriending scheme. JR to seek

OBJECTIVE		TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
Page 39	seek to increase virtual access for those people reverting to online support rather than physical.	support access to technology.			update on this. ADDITIONAL UPDATE 07/07/20: 50 phones obtained and being distributed in consultation with Landlord Services. ACTION 07/07/20: SS to do comms on Giff Gaff phones.
		Healthy mind packs to be developed to distribute to those without access to online support.	J. Robinson	August 2020	IN PROGRESS: Some information has been distributed in the food parcels and signposting taking place through befriending scheme. Loughborough Wellbeing Café also engaged. Craft packs also being developed.
		Physical activity packs to be developed to distribute to those without access to online support.	J. Robinson	July 2020	IN PROGRESS: Discussions have already taken place with regard to developing packs.
4. BUILDING A LASTING LEGACY					
4.1	Utilise the environmental benefits sustained throughout the pandemic to enhance the Councils carbon neutral agenda.	Actions from carbon neutral action plan.	M. Bradford	DATE?	NOT YET STARTED. This is on hold due to the possible review of the Carbon Neutral Budget.
4.2	Create and promote sustainable transport options to enable our residents to continue to increase air quality improvements.	Consider sustainable commuting, cycle hubs, and EV charge points, cycle and walking lanes (County Council as partner)	S. Wright	July 2020	COMPLETE: SW working with Richard & Alan to communicate different plans. Information sent to Market Town Group & the County in turn. Photos added to all of the GIS mapping to ensure easy identification. Cycle racks now implemented (further racks to

OBJECTIVE		TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
Page 40					be done in due course). ADDITIONAL UPDATE 07/07/20: Shepshed offered new location for cycle rack. No response received from East Goscote & Thurmaston.
		Develop opportunity for new cycle parking at key locations in Borough.	S. Wright/ ERC	July 2020	COMPLETE: Being progressed by the ERC. Some issues with parishes who do not want responsibility/ ownership of them. Overall positive.
		Develop initiatives and mitigating action to reduce likelihood of increase in cycle crime.	J. Robinson	Ongoing	IN PROGRESS: Cycle theft is part of the CSP Plan. Actions and initiatives are planned throughout the year. Community Safety Team to consider hosting a 'D lock' scheme. Comms to be undertaken. To link with cycle routes being renewed by Sports & Rec Team.
		Consider communications aspect of promoting sustainable; cycle parking and preventing cycle crime.	S. Simpson	DATE?	IN PROGRESS: To be picked up by the ERC. Social media messages about some of the cycle racks have been issued. ADDITIONAL UPDATE 07/07/20: Messages were put on hold but will restart.
4.3	Celebrate our community heroes through positive initiatives, to provide recognition for those supporting the current and future situation.	Expand the existing community heroes' scheme to include COVID themed award/s and look at event sponsorship.	J. Robinson	September 2020	IN PROGRESS: Initial discussions have taken place.
5. ACTIVITY TO SUPPORT THE NEW NORMAL					
5.1	Support the re-opening of playground/ skatepark	Re-opening of playgrounds/ skateparks on 4 th July. Cleaning	M. Bradford	July 2020	COMPLETE: Risk Assessments and mitigating actions considered to allow opening on 4 th July.

OBJECTIVE		TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
	facilities.	regime to be considered.			Will continue to monitor.
5.2	Support the re-opening of the Museum; Indoor Leisure Centre; Town Hall.		S. Wright	August 2020	<p>IN PROGRESS: Remobilisation in progress, albeit with reduced scope of activity. Museum likely to re-open in August. Financial options from Fusion anticipated on 07/07/20. Paper to be taken to Cabinet.</p> <p>Town Hall- open for meetings. Plan required how it will work corporately. Shows and programme of events to be explored in due course.</p> <p>Look at Heritage Grants for Bell Foundry and Carillon.</p> <p>ACTION 07/07/20: SK to split Workplan into streams e.g. entertainment / cultural / sporting so that we can track re-mobilisation for each stream.</p>
5.3		Review guidance on opening of funfairs and theme parks to determine pressures in relation to the Fair.	S. Wright	August 2020	
5.4	Continue to support those individuals shielding, through the Hub, over a longer term period.	Arrangements to be put in place to absorb any additional people in the Community Hub arrangement.	J. Robinson	July 2020	
5.5	Support the re-opening of places of worship.	Develop opportunity for issuing guidance and consultation with places of worship. Also include regulations within the approach.	V. Coomber/ N. Buckland	July 2020	IN PROGRESS: 07/07/20: Contacted the Loughborough Councils of Faith, All Saints Church and The Leicester Diocese. Have sent risk assessments, and links to websites provided by Nadine Buckland. We have further supported

OBJECTIVE	TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
				<p>The SRKC Temple with poster suggestions and sharing information in advance of opening. Been invited to the Council of Faiths next meeting and offered advice and guidance to Charnwood Grove of Druids.</p> <p>ADDITIONAL UPDATE 07/07/20: All Saints have tweeted they have opened.</p> <p>ACTION 07/07/20: SK to forward details of the County email distribution list for LCC Multi-Faith Forum to VC.</p>

Title:	Community Recovery Cell	Date:	July 2020
Scope:	We will: <ul style="list-style-type: none"> ▪ help the Charnwood community emerge from the coronavirus pandemic stronger than ever, building on the experiences and challenges that have been faced together and overcome in a positive and creative way ▪ develop improved networks of support and inclusivity through our partners in the voluntary sector and other agencies. ▪ ensure that our towns and villages can return to being vibrant, safe and welcoming places where over time we can come together to enjoy shared events ▪ ensure no-one is left behind, and those self-isolating for longer are supported and cared for as valued members of our community 		

OBJECTIVE	TASK	LEAD OFFICER	COMPLETION DATE	UPDATE	
1. BUILDING STRONGER COMMUNITIES					
1.1	Facilitate community initiatives to enable the community to reconnect and support return to the 'new normal' in a safe way.	Produce a calendar of housing events that can be delivered in line with government guidance.	P. Oliver	June 2020	<p>IN PROGRESS: Currently working to produce calendar. To be circulated when appropriate. Investigating options to develop virtual type meetings.</p> <p>ADDITIONAL UPDATE 07/07/20: Currently liaising with tenants re: IT access. Status updated to be provided at next HMAB.</p> <p>ADDITIONAL UPDATE 14/07/20: Scheduled an HMAB Teams/ Zoom meeting for 29/07/20.</p>
1.2	Support the community in recovery by co-ordinating living displays in various locations across the Borough, to encourage community cohesion and pride in the	Community Reflection Gardens [and planting] across the Borough in green spaces.	M. Bradford	<p>Stage 1: November 2020</p> <p>Stage 2: Spring/Summer 2021</p>	<p>IN PROGRESS: Looking to determine specific sites. Investigating options for community art installation. Landlord Services have identified areas in the estates for Community Reflection Gardens. List collated of potential locations and sent to M. Bradford.</p>

OBJECTIVE	TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
local area.				<p>ADDITIONAL UPDATE: 07/07/20: M. Bradford working with PC's and internal colleagues to identify potential sites prior to drawing up suitable schemes.</p> <p>ADDITIONAL UPDATE 14/07/20: Confident that we are likely to receive funding for planting from either Forestry Commission or HS2. Other infrastructure will require funding from our own Capital Programme. MB to meet with Tiny Forest colleagues re: developing projects in Charnwood on 21/07/20.</p>
	Utilise shops/ museum to display community artwork i.e. rainbow artwork.	S. Wright	July 2020	<p>IN PROGRESS: SW currently developing an appeal seeking people to post online their artwork e.g. rainbows etc. Brief to be issued shortly which will include schools. Partnership meeting with County Museums Service taking place on 27/05/20 to map out key tasks. Currently ongoing and to be progressed further. To issue comms relating to opening of museum on 04/07/20.</p> <p>ADDITIONAL UPDATE 30/06/20: Opening as of August. Two partnership meetings have taken place to date. Awaiting corporate sign off for risk assessments. Need to ensure we abide by test and trace legislation by keep track of our customers via a booking system. Currently looking at different options to implement this.</p> <p>ADDITIONAL UPDATE 07/07/20: Museums re-opening in August, RAMS in development, and press release issued. New exhibitions planned.</p> <p>ADDITIONAL UPDATE 14/07/20: Awaiting corporate sign off of risk assessment. Working</p>

OBJECTIVE		TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
					closely with LCC to launch, as scheduled. COVID-19 exhibitions will be showcased once open.
		Plant VE day celebration trees at sheltered accommodation where possible (consider VJ day). Milestones: <ul style="list-style-type: none"> ▪ Consultation ▪ Installation 	P. Oliver	Consultation June 2020 Installation TBC	<p>IN PROGRESS: Potential options being explored. SS to do media coverage, as appropriate. Consultation issued has been issued and closes on 30/06/20. People responding positively to date.</p> <p>ADDITIONAL UPDATE 07/07/20: Consultation complete and benches etc. will be ordered in line with VJ Day celebrations. A view is still to be undertaken on the type of event that can take place.</p> <p>ACTION 14/07/20: VC to link with Armed Forces re: unveiling of a bench etc. and other types of events. SS to undertake Comms as appropriate.</p>
2. BUILDING SAFE SPACES					
2.1	Manage potential issues with ASB arising from young people, social distancing, crowds in town centres and opening up of night-time economy through the Community Safety Plan.	Link with the work of the Community Safety Recovery Plan in respect of youth related ASB/daytime economy issues in relation to social distancing/ASB and night-time Economy.	J. Robinson/ CSP	Ongoing	<p>IN PROGRESS: JR working with partners to compile a joint Plan in respect of dispersal/social distancing/ASB. Draft plan submitted to LRF – plan to be circulated and added to as evolves. Separate meeting taking place re: night-time economy, led by OPCC. May potentially impact the wider plan.</p> <p>Meeting weekly to discuss the Plan. Includes Enforcement; the BID etc. in relation to the night-time economy. Group needs to be made aware of plaza areas and where hotspots of trouble may arise. To feed into workstream in Economic Recovery Cell as Hospitality and Night-time Economy strand for monitoring.</p>

	OBJECTIVE	TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
					<p>ADDITIONAL UPDATE 30/06/20: Meeting this morning- lack of involvement from the BID. Police acting in response to Leicester local lockdown.</p> <p>ADDITIONAL UPDATE 07/07/20: Town centre ASB meeting still taking place on a weekly basis. Some issues with youth ASB and pubs, nothing major. Will continue to monitor. McDonalds have not been using the retail radio system.</p>
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 46</p> <p>2.2</p>	<p>Work with the Voluntary & Community Sector, by developing improved networks of support to build a better Charnwood.</p>	<p>Work with Charnwood Food Poverty Group (CFPG) to look at future of Foodbank Hub location and organisation and getting individual foodbanks up and running safely.</p>	<p>J. Robinson / V Graham / CCA</p>	<p>Ongoing</p>	<p>IN PROGRESS: Conversation has taken place with CFPG / some individual foodbanks regarding sustainably, funding etc. Discussions have also begun with JSH around what might be sustained to support people on a more long-term basis. Shepshed Food Bank likely to be the first to start again shortly, outside of JSH. Looking at a transitional plan with Food Poverty Group. The Food Poverty Group are currently advertising for a Food Poverty Officer (replacement post).</p> <p>ADDITIONAL UPDATE: 07/07/20: Shepshed Food Bank will be back up and running from next week, with Mountsorrel to follow over the coming weeks.</p> <p>ADDITIONAL UPDATE: 14/07/20: Shepshed Food Bank are now up and running. We are currently working with Mountsorrel to re-establish their Food Bank. Have met with the Food Poverty Group to discuss how practices can transition back and to highlight the opportunity to take over some of the additional parcels required through COVID.</p>

OBJECTIVE	TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
	<p>Assess increase food demand and supply and assist Charnwood Food Poverty Group to meet this increased demand.</p>			<p>IN PROGRESS: Discussions ongoing as part of the above. Food parcels continuing to rise, in line with the regional picture. Continuing to assess the needs of individuals every four weeks.</p> <p>ADDITIONAL UPDATE: 14/07/20: Additional review to take place once we have further clarity on what is happening with shielded people. Likely that due to Test & Trace additional people who are self-isolating will require food parcels. In terms of supporting vulnerable people moving forward, an approach needs to be determined.</p>
	<p>VCS Forum to be retitled Charnwood Community Action Forum – meeting to be held to discuss how best to achieve more co-ordinated approach/improved network.</p>			<p>IN PROGRESS: Discussions taken place with some VCS Forum members.</p>
	<p>Work with VCS partners to create a partnership offer of services aimed at developing individual personal development plans to support wellbeing.</p>			<p>IN PROGRESS: Discussions have taken place with some VCS organisations regarding this approach.</p>
	<p>Re launch locality PACT meetings to assess how local organisations can help meet resident needs.</p>			<p>IN PROGRESS: Discussions taken place re: suitable platform to host these meetings – Loughborough East meeting already been held.</p> <p>ONGOING UPDATE 16/06/20: Now meeting virtually on an ongoing basis.</p> <p>ADDITIONAL UPDATE: 14/07/20: Now being rolled out wider. Organisations looking to work together in greater partnership moving forward.</p>

	OBJECTIVE	TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
Page 48		Community Centres Meeting to be held on regular basis to share good practice and ensure co-ordinated approach.			<p>IN PROGRESS: First community centres meeting has been held – will be held regularly to discuss a range of related issues. Money signed off for next phase- up to September. Bi- weekly meeting currently taking place.</p> <p>ADDITIONAL UPDATE 30/06/20: Awaiting guidance for opening of community centres. Concerns around signage, PPE, safety measures etc. No guidance circulated for opening of community centres. Can only currently open for indoor market or early years childcare.</p> <p>ADDITIONAL UPDATE: 07/07/20: Guidance for community centres has been published. Centres are likely to be under financial pressure as opportunities for revenue are limited.</p> <p>ADDITIONAL UPDATE: 14/07/20: None of our community centres are yet open.</p>
	2.3 Assess the impact of the pandemic and the resource implications upon our VCS Partners.	Work with our strategic partners to understand the potential impact on their financial viability and implications for the continued delivery of services.	J. Robinson / V Graham / CCA	30 June 2020	IN PROGRESS: Discussions ongoing with individual organisations. VCS Development Officer continues to work with VCS Partners. Table developed to capture the discussion and requested needs of VCS Partners.
		Work with our strategic partners to open and operate safely.	J. Robinson	September 2020	IN PROGRESS: Discussions ongoing as part of the survey and with individual organisations.
		Support our strategic partners to access appropriate personal protective equipment.	J. Robinson	August 2020	IN PROGRESS: PPE already ongoing discussion for CCA Hub and will be part of ongoing discussions.
		Support strategic partners / VCS to access funding.	J. Robinson	July 2020	IN PROGRESS: All relevant funding information as identified has been circulated to both Strategic Partners and wider VCS. Discussions

	OBJECTIVE	TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
		Review Charnwood Grants process – reshape as appropriate in response to COVID-19 recovery			<p>also taking place with some funding bodies.</p> <p>COMPLETE: Paper to Cabinet on 09/07/20 seeking agreement for development of VCS COVID-19 Recovery Grants. Estimated launch date of 20/07/20, with a three week window for applications. The maximum award will be £5,000.</p> <p>ACTION 16/06/20: SS to coordinate communications to promote COVID-19 Recovery Grants.</p>
Page 49 2.4	Support our housing partners to tackle increased demand and any changes to housing priorities created by the pandemic.	Work with Rough Sleepers to provide advice and assistance under Part 7, including issuing a letter to all applicants and ensure all eligible applicants have been referred to the Bridge for support and accommodation and request confirmation on whether they have been assessed and accepted as a case.	A. Simmons	March 2021	<p>IN PROGRESS: The Housing Options team have provided advice and assistance to 65 individuals since lockdown following the Government request to provide accommodation for all those rough sleeping or at imminent risk of rough sleeping. Referrals have been made to the Bridge for the RSI Pathway. We are working with Bridge to understand why a number of the referrals are being refused.</p> <p>ADDITIONAL UPDATE 07/07/20: Still waiting for prospectus. 27 individuals (reduced number, but still too high)</p> <p>ADDITIONAL UPDATE 14/07/20: Working on moving people on. Two properties sent to us on an RP. 23 people currently in B&B accommodation and 7 people in our own accommodation.</p>
		Identify available support, private rented, registered provider and our own stock as move on from emergency accommodation. Match eligible applicants to accommodation	A. Simmons	March 2021	<p>IN PROGRESS: Charnwood nominated the lead for the LLR to provide accommodation as part of the Recovery Process.</p> <p>CBC Lettings are leading on the daily coordination of the emergency, supported and</p>

OBJECTIVE	TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
				<p>private sector properties that are available across the LLR.</p> <p>Right to Rent packs are being coordinated for the referrals from the Bridge for the private sector properties. Barriers to the private sector are the lack of guarantors.</p> <p>Work being undertaken to formulate the incentives that can be offered using the RSI funding across LLR.</p> <p>Council stock being used for temporary accommodation and to assist with move on through the pathway. Suitable properties being identified, and individuals being matched. Discussions are taking place on behalf of the LLR with Registered Providers for accommodation to be provided for move on for those placed.</p> <p>Question being raised by the Registered Providers who will provide the support to those accommodated as the RSI Pathway has insufficient resources to support all those placed across the LLR.</p> <p>Piece of work being undertaken to understand the level of support and accommodation required to discuss with the Registered Providers.</p> <p>The data from the above will be used in discussions with MHCLG/Homes England for future capital funding for move on and supported accommodation with revenue funding provided</p>

OBJECTIVE		TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
					for the support. Looking at what incentives can be provided through the LLR. To be signed off by CHOG. Letter to be issued to all Landlords across the LLR seeking opportunities for partnership working.
		Prepare press releases and briefings to detail the role of the Council in providing advice, assistance and accommodation where applicable as guidance received and the Council's role changes.	A. Simmons	March 2021	IN PROGRESS: Lead Member updates provided fortnightly. Website: COVID page has been updated as Government guidance has been announced. No visits for appointments as of yet.
3. BUILDING COMMUNITY CONNECTIONS					
3.1	Create frameworks and mechanisms for supporting our residents across the Borough, who will continue to be unable to leave their homes.	Establish position of LAC and co-ordination of volunteers going forward to ensure continuation of support mechanisms.	J. Robinson	Ongoing	IN PROGRESS: Meeting been scheduled with LAC to discuss. LAC seeking position of volunteers moving forward. Continuing to support LCC with shielded individuals. All ongoing as part of Community Hub provision. May see increase in demand in the short term. Still collecting data on volunteers. Currently have enough to continue. ADDITIONAL UPDATE 07/07/20: Demand for the service is reducing. ADDITIONAL UPDATE 14/07/20: Organisations such as Barrow Helping Hands are being approach for providing support. Likely they will bid for a COVID-19 grant. Loughborough Against Corona Group to continue to support from a volunteer perspective.

OBJECTIVE		TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
					<p>ACTION 23/06/20: To gain understanding of new guidance for those who are no longer shielding but are still staying indoors. JR to provide numbers, if realistic.</p> <p>ACTION 23/06/20: Transition arrangements to be discussed with County & colleagues for shielded individuals moving forward.</p>
		Provide support to groups that have been established as a result of the pandemic to continue to operate and support people locally.	J. Robinson	Ongoing	<p>IN PROGRESS: Discussions taking place with some groups re: governance, future provision, volunteering and funding.</p> <p>ADDITIONAL UPDATE 14/07/20: VCS development officer continues to provide support to groups and providing advice on operating models moving forward.</p>
		Look at volunteer co-ordination and development.	J. Robinson	September 2020	<p>IN PROGRESS: Discussions with CCA aimed at ensuring volunteer retention, co-ordination and development. Also covered in grant scheme.</p> <p>ADDITIONAL UPDATE 14/07/20: Paper being taken to LCC Strategic Partnership Board Exec-written by VAL regarding public sector volunteering and a joined up approach across the County. Districts are not supportive of the approach due to local infrastructure already in place.</p>
3.2	Alongside our partners heighten support for our most vulnerable residents, including those suffering domestic abuse, financial hardship etc.	Maintain activity in relation to hospital and prison discharge to support a smooth transition into the community.	A. Simmons	August 2020	<p>ON HOLD: Documents signed off, awaiting a launch date. To be discussed at next CHOG meeting.</p> <p>ADDITIONAL UPDATE 23/06/20: CHOG to agree the date for the suite of Protocols that have been signed off to be launched which includes the Hospital and Prison Discharge</p>

	OBJECTIVE	TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
					<p>Protocols. Likely to be August 2020.</p> <p>ADDITIONAL UPDATE 14/07/20: Action currently on hold. CHOG are currently concentrating on 'Move On' in the short term. Hospital/ prison discharge will be progressed in due course.</p> <p>ACTION 16/06/20: AS/ SS to coordinate communications to hospital/ prison discharge policy.</p>
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 53</p> <p>3.3</p>	<p>Support our residents across the Borough to continue to build healthy minds and active bodies.</p>	<p>Develop and deliver the online programme of physical activity and produce hard copy packs for residents without internet access.</p>	<p>J. Robinson</p>	<p>August 2020</p>	<p>IN PROGRESS: Online Summer activity programme launched and is available. Fusion are also producing a programme. Packs being put together for a range of demographics.</p> <p>Children & Family Packs arrived last week. Older People material received, packs developed and distributed. To continue to monitor how many packs are distributed.</p> <p>ACTION 08/06/20: JR to send older person packs to AS for Lightbulb.</p>
		<p>Embracing opportunities to keep people active and sustain levels of activity.</p>	<p>J. Robinson</p>	<p>Ongoing</p>	<p>IN PROGRESS: Plan put together to keep people active. Comms included in Members Bulletin.</p> <ul style="list-style-type: none"> - Bringing small scale walks back. - Packs/ equipment to encourage people to exercise. - Fusion- ongoing activity virtually. <p>Working on risk assessments about what can be undertaken and mitigate any issues. Looking to get activity up and running on a smaller scale.</p> <p>ADDITIONAL UPDATE 14/07/20: Awaiting</p>

OBJECTIVE	TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
	<p>Co-ordinate and promote existing network of services aimed at helping support mental health across the borough – including VCS provision. Identify gaps and look at additional provision through VCS networks.</p>	J. Robinson	September 2020	<p>feedback from T. O'Brien on risk assessments.</p> <p>IN PROGRESS: Discussions taken place with both statutory and VCS providers about mechanisms in place to support individuals. Working with Loughborough Wellbeing Café as they got some funding to do some work. To also link in with the grants. Mental Health Forum took place via Zoom in June 2020. Work programme being developed to develop the offer for residents.</p> <p>Mental health issues increasing. Seeking advice and support from partners, to further support individuals.</p> <p>Re-issue comms on mental health and provide numbers for people to contact for support.</p> <p>ADDITIONAL UPDATE 07/07/20: Potentially some bids may be received through the grants process. There is increased demand for services.</p> <p>ADDITIONAL UPDATE 14/07/20: Looking to support greater mental health coordination through the COVIS-19 grants.</p>
	<p>Review open space provision and update activities in line with government guidance. Fusion also likely to be using this.</p> <p>Consider indoor/ outdoor and new regulations.</p>	M. Bradford/ S. Wright		<p>IN PROGRESS: Lots of demands on parks and open spaces. Discussed a way forward on allocation of space. A range of potential options available. Determine options/ spaces for outdoor exercise (internal activity in particular as a priority first). Potential to charge under Charging Policy. To also include spaces in each of the parishes. Currently not viable due to national guidelines.</p>

OBJECTIVE	TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
				<p>ADDITIONAL UPDATE 07/07/20: DD completed, and people will be able to book from next week. Some enquiries received from private instructors and gyms.</p> <p>ADDITIONAL UPDATE 14/07/20: Now complete. Outdoor activity zones set up (with temporary fencing) and can now be used. Social post drafted. MB to include signage in advance of comms being issued.</p> <p>ACTION 07/07/20: MB to include signage to outdoor activity zones in advance of comms being issued. SS to issue final comms to promote outdoor activity zones.</p>
	<p>Look at the use of the Council's sports facilities and how they may be opened and used in the future.</p>	<p>S. Wright/ M. Bradford</p>	<p>IN LINE WITH GOVERNMENT GUIDANCE</p>	<p>IN PROGRESS: Open in line with government guidance - golf courses, fishing, Outwoods, tennis courts etc. Initial signage in place but follow up work is required to progress further. Alternative payment method at golf course also to be progressed. Expecting most to open but monitoring closely. Risk assessments continuing to be undertaken.</p> <p>ADDITIONAL UPDATE: To be complete by 02/07/20. Signage ordered this week. Play areas cleaned more regularly in high usage areas. Will limit no. of users per equipment, time limits and responsibility of users to maintain cleanliness.</p> <p>ADDITIONAL UPDATE: 07/07/20: Play areas/ MUGAs that can be opened have been, and plan in place for opening cricket pitches. Changing areas will remain closed. The skate park is open.</p>

OBJECTIVE		TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
					ADDITIONAL UPDATE: 14/07/20: Meeting with ECB re: cricket provision as soon as possible. Cricket provision to return in August 2020.
		Consider links to Lightbulb and provision for elderly residents and sheltered residents	A. Simmons/ P. Oliver	TBC - action is dependent on above tasks	NOT YET STARTED: Packs to be promoted through Lightbulb. ADDITIONAL UPDATE 07/07/20 - Packs being assembled for distribution.
3.4	Work with our partners to help support individuals in isolation and any residents suffering from loneliness by facilitating opportunities to build friendships and remain involved in wider society.	Work with existing organisations and ones that have been established in response to COVID-19 including Foodbanks, befriending, Loughborough against Corona, local volunteer networks to ensure continuation.	J. Robinson	Ongoing	IN PROGRESS: See actions above.
		Work with CCA to co-ordinate VCS services available that provide befriending, support to carers, respite opportunities and build on the increase in volunteer numbers and neighbourly groups to ensure local provision.	J. Robinson	October 2020	IN PROGRESS: Initial discussions have taken place with various organisations. Conversations taking place re: a longer term coordinated Hub. JR to include data.
3.5	Develop initiatives to support those in digital poverty and seek to increase virtual access for those people reverting to online support rather than physical.	Explore opportunities with private and VCS partners to support access to technology.	J. Robinson	September 2020	IN PROGRESS: Phones have been delivered to the Hub and included 3 months pre-paid. Will link into the befriending scheme. JR to seek update on this. ADDITIONAL UPDATE 07/07/20: 50 phones obtained and being distributed in consultation with Landlord Services. ACTION 07/07/20: SS to do comms on Giff Gaff phones.

OBJECTIVE		TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
		Healthy mind packs to be developed to distribute to those without access to online support.	J. Robinson	August 2020	COMPLETE: Information has been distributed in the food parcels and signposting taking place through befriending scheme. Loughborough Wellbeing Café also engaged. Craft packs also being developed.
		Physical activity packs to be developed to distribute to those without access to online support.	J. Robinson	July 2020	COMPLETE: Packs developed and distributed.
4. BUILDING A LASTING LEGACY					
4.1	Utilise the environmental benefits sustained throughout the pandemic to enhance the Councils carbon neutral agenda.	Actions from carbon neutral action plan.	M. Bradford	TBC	NOT YET STARTED. This is on hold due to the possible review of the Carbon Neutral Budget.
4.2	Create and promote sustainable transport options to enable our residents to continue to increase air quality improvements.	Develop initiatives and mitigating action to reduce likelihood of increase in cycle crime.	J. Robinson	Ongoing	IN PROGRESS: Cycle theft is part of the CSP Plan. Actions and initiatives are planned throughout the year. Community Safety Team to consider hosting a 'D lock' scheme. Comms to be undertaken. To link with cycle routes being renewed by Sports & Rec Team.
4.3	Celebrate our community heroes through positive initiatives, to provide recognition for those supporting the current and future situation.	Expand the existing community heroes' scheme to include COVID themed award/s and look at event sponsorship.	J. Robinson	September 2020	IN PROGRESS: Initial discussions have taken place- likely to be a virtual events. Further discussion required.

OBJECTIVE	TASK	LEAD OFFICER	COMPLETION DATE	UPDATE	
5. ACTIVITY TO SUPPORT THE NEW NORMAL					
5.1	Support the re-opening of the Museum; Indoor Leisure Centre; Town Hall and tourism venues across the Borough.	Support the re-opening of the Museum.	S. Wright	August 2020	IN PROGRESS: Remobilisation in progress, albeit with reduced scope of activity. Museum likely to re-open in August.
		Support the re-opening of the Indoor Leisure Centres.	S. Wright	TBC	IN PROGRESS: Financial options from Fusion anticipated on 07/07/20. Paper to be taken to Cabinet in due course. ADDITIONAL UPDATE 14/07/20: Dependant on agreement at Cabinet. Phased return proposed from Fusion with the first to open in stages between 3 rd August- 13 September 2020.
		Phase 1- Re-open the Town Hall for meetings. Phase 2- Development of programme for shows and events.	S. Wright	TBC	IN PROGRESS: To decide on the pantomime ASAP and take into consideration alternative provision based on government guidance. To be mentioned in Cabinet report but not assessed as an event.
		Consider progressing Heritage Grants for Bell Foundry and Carillon.	S. Wright	TBC	IN PROGRESS: Work continued on both. Grant schemes now opened up, to progress further.
5.2		Review guidance on opening of funfairs and theme parks to determine pressures in relation to the Fair.	S. Wright	August 2020	IN PROGRESS: Continuing to review guidance around crowd control and issuing of tickets, and whether this will be appropriate for Loughborough. Will be referred to in Cabinet report.
5.3	Continue to support those individuals shielding, through the Hub, over a longer term period.	Arrangements to be put in place to absorb any additional people in the Community Hub arrangement.	J. Robinson	July 2020	IN PROGRESS: Info issued as part of the shielding process.

OBJECTIVE		TASK	LEAD OFFICER	COMPLETION DATE	UPDATE
5.4	Support the re-opening of places of worship.	Develop opportunity for issuing guidance and consultation with places of worship. Also include regulations within the approach.	V. Coomber/ N. Buckland	July 2020	<p>COMPLETE: Contacted the Loughborough Councils of Faith, All Saints Church and The Leicester Diocese. Have sent risk assessments, and links to websites provided by Nadine Buckland. We have further supported The SRKC Temple with poster suggestions and sharing information in advance of opening. Been invited to the Council of Faiths next meeting and offered advice and guidance to Charnwood Grove of Druids.</p> <p>ADDITIONAL UPDATE 07/07/20: All Saints have tweeted they have opened.</p> <p>ADDITIONAL UPDATE 14/07/20: Contacted LCC for Interfaith Forum who have circulated. No requests made at this stage.</p>

CABINET - 13TH AUGUST 2020

Report of the Head of Leisure and Culture Lead Members: Councillor Jenny Bokor and Councillor Shona Rattray

Part A

ITEM OPTIONS FOR THE 2020 LOUGHBOROUGH REMEMBRANCE PARADE, LOUGHBOROUGH FAIR, LOUGHBOROUGH CHRISTMAS LIGHTS SWITCH ON AND TOWN HALL PANTOMIME

Purpose of Report

This report discusses major Loughborough events during the remainder of 2020 and seeks support for proposals for alternative delivery or cancellation of these events.

Recommendations

That:

1. The delivery of Loughborough Fair in its current format should not proceed for 2020.
2. The 799th year of the Royal Charter Fair will be celebrated with a few children's rides and food stalls along with an opening ceremony, commissioned in a Covid-secure manner, to reflect the importance and history of the Royal Charter Fair.
3. The Loughborough Remembrance Day event should go ahead without a parade and in a revised format with additional social media/virtual elements.
4. The Loughborough Christmas Lights switch on event be cancelled but the usual Christmas lights display be erected alongside a Special Christmas Market.
5. The Town Hall Pantomime be cancelled and rebooked for 2021.
6. Alternative uses for the Town Hall auditorium be considered for the 2020 pantomime season.

Reasons

1. The safety, economics and management issues are too great to make Loughborough Fair viable or safe in its current format.
2. To uphold the Royal Charter Fair by staging an alternative and appropriate event to celebrate its rich history and heritage.
3. The management of large numbers of people attending a parade, many of whom will be from more vulnerable groups, means safety cannot be ensured. A small service, with social media support, will enable the event to go ahead in a different format.
4. To avoid a large number of people coming together at a specific time (lights switch on) a Christmas market, lit by the festive lights, will provide an alternative option with visitors and activity spread across several days.
5. It takes months rather than weeks to organise the Town Hall Pantomime, preparations made to date will contribute to the delivery of next year's pantomime. A decision to cancel the Pantomime in August will prevent any further expenditure being committed in the next few months.

6. With the seating retracted the space in the auditorium can support a range of financially viable shows and events that are in line with Government guidance.

Note in all cases the Council is considering these options with regards to our ability to meet the Covid Secure Guidance relative to the event or activity under consideration.

Policy Justification and Previous Decisions

The Council has a duty to consider the Coronavirus (COVID -19) guidance in all its decision making in relation to planned events and activity. Specific guidance in relation to the above events includes:

Keeping workers and audiences safe during COVID – 19 in the outdoor event industry in England

Operating safely during COVID – 19 Performing arts returning to training, rehearsal space and performance

Public places – urban centres, green places.

The Recommendations set out above provide an alternative way of delivering the Councils event programme and objectives set out in the Councils Corporate Plan while meeting current Government Guidance.

The Council's Corporate Plan sets out to increase tourism and support initiatives to help our towns and villages to thrive. In addition, under Every Resident Matters, the Corporate Plan sets out to celebrate the rich culture of the Borough.

Implementation Timetable including Future Decisions and Scrutiny

The recommendations for alternative Remembrance Day, Loughborough Fair and Christmas Lights events will be implemented immediately. Discussion is ongoing about alternative events at the Town Hall but work to cancel the pantomime will begin immediately.

Report Implications

The following implications have been identified for this report.

Financial Implications

Last year Loughborough Fair generated income of £99.4k against a budget of £93.7k delivering an overall profit of £12k taking into account all attributable costs. With this small profit margin, it is unlikely that all the additional costs required to deliver the traditional Fair while supporting social distancing could be realistically delivered. The event proposed for 2020 will act as a symbol of the Fair and will have limited associated costs.

Going ahead with the Christmas light switch on and Remembrance Day Parade in their normal format would (apart from breaching COVID 19 Secure Guidance) involve increased costs due to measures needed to protect the public.

The alternative proposals that avoid large gatherings in one particular area put forward for the Christmas lights switch on and Remembrance Sunday can be delivered within the current budgets or at a reduced cost.

The delivery of the Panto is not economically viable if the current Government guidance is in place. Costs already incurred in staging a pantomime this year can largely be carried forward to 2021.

An alternative use of the Town Hall auditorium will be designed to be self-financing or to deliver a profit before it is approved.

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 manage the events in line with Government Guidance. would still not ensure that the events in the current format could be managed in accordance with Government Coronavirus (COVID -19) guidance.	Unlikely (2)	Significant (2)	Low (4)	Cancellation of event or alternative delivery of an event set out in the recommendations above will reduce the numbers attending to ensure social distancing measures are feasible and can be put in place.
Reputational – changes to events are not managed or communicated appropriately.	Unlikely (2)	Serious (3)	Moderate (6)	Consultation with key stakeholders on the likelihood of specific events and the development of plans based on consultation.
Decisions taken at a late stage due to detailed government guidance being available at the time.	Unlikely (2)	Serious (3)	Moderate (6)	Decisions taken in a timely fashion based on the current information available.
Financial liability– costs or charges incurred by the	Unlikely (2)	Significant (2)	Low (4)	Ensure contract position is known and managed, a compromise to be

Risk Identified	Likelihood	Impact	Overall Risk	Risk Management Actions Planned
Council due to cancellations.				negotiated if necessary to ensure all parties are in agreement with cancellations.

Key Decision: Yes

Background Papers: None

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 Head of Leisure and Culture
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 Sylvia.wright@charnwood.gov.uk

Part B

Background and Proposals

1. Summary table of event proposals

Event	Proposal
Loughborough Remembrance event	Event to go ahead with no parade on a much smaller scale with the use of social media to capture a limited service, and traditional activities including the placing of wreaths and the cascade of poppies from the balcony of the Carillon Tower.
Loughborough Fair	Loughborough Fair is celebrated in 2020 with the operation of a small selection of children's rides, food stalls, and an opening ceremony commissioned to reflect the importance and history of the Royal Charter Fair.
Loughborough Christmas Lights switch-on	Cancellation of this year's event to be replaced with the lights being installed and being on in advance of a Special Christmas market that will take place over several days.
Loughborough Town Hall Pantomime	Cancellation of this year's pantomime so that it can be deferred to 2021. Head of Service to be tasked with alternative use of auditorium space to attract income and provide a Christmas boost to the local economy at no additional cost.

2. Loughborough hosts a number of annual events which are managed by the Borough Council. This year, the Covid 19 Pandemic will impact four key events in Autumn / Winter 2020. These are:

- Loughborough Remembrance event - 8th November 2020
- Loughborough Fair - 11th to 14th November 2020
- Loughborough Christmas Lights switch on - 29 November 2020
- Loughborough Town Hall Pantomime

3. Whilst these events are still a few months away, all are usually in planning early in the year. The situation with the Pandemic is uncertain, with the likelihood of social distancing measures continuing, and the possibility of further localised, or wider, outbreaks occurring also impacting the area. A decision about the staging of these events is needed in a timely way to address public safety, financial implications and protect the Council's reputation, and to focus time and resources on delivering worthwhile, enjoyable and safe alternatives where possible.

4. All the major street or open space events in the Borough are discussed at one or more Event Safety Advisory Group (ESAG) meeting(s). An ESAG meeting was convened recently to discuss the street events in the light of the Pandemic. The ESAG includes Charnwood BC officers (including a Health and Safety

representative), representatives of the emergency services, the Highway Authority and promoters or organisers of the event(s). The ESAG meeting is normally chaired by the Head of Leisure and Culture.

5. The ESAG raised a number of concerns about proceeding with the three street events in the current uncertain circumstances. These include the large numbers of people attending, the location of the events (in that they are not contained within an area to which entry can be controlled), the resulting issues with enforcing social distancing, evacuation of any area in the event of an emergency, the ability of the emergency services to respond to events given other urgent calls on their time due to Covid-19 issues.
6. Each of the street events involves a Temporary Traffic Regulation Order which has a standard lead-in period for legal processing. The deadline for submitting this year's requirements is imminent. The legal Order carries a cost, and the drawing up and enforcing of the details of the Order is also a charge on Council resources.
7. Loughborough Fair
 - i. Issue - Loughborough Fair attracts income for the Council through rental for pitches, but there is also a cost in delivering the event. This year, initial discussion with the Showmen's Guild has indicated that approximately 50% of operators are not touring at present, and are not likely to do this year, thus reducing possible income. In addition, enforcing social distancing for this event would greatly increase the Council's costs and the level of stewarding needed would not necessarily be welcomed by the public. In addition, Government guidance for Fairground operators has not yet been issued.
 - ii. Issue - A smaller event or alternative site has been considered but each of these would involve levels of planning and financial commitments which cannot be supported.
 - iii. Issue – emergency evacuation of such a major event would be extremely challenging with social distancing measures in place.
 - iv. Issue – The Fair is dependent on the support of a wide range of services across the Council as well as the emergency services. At this point in time it is difficult to predict if these services would be available due to the impact of COVID – 19.
 - v. Issue – The Fair occupies all of the available public space when in town apart from a narrow walkway between the rides and the shops. Due to the current social distancing measures in place to support town centre retail and hospitality the space outside premises required for queue management would not be available.
 - vi. Proposal – Loughborough Fair in its traditional format should be abandoned this year because of the safety and financial considerations of a large event with uncontrolled access. An event involving a small number of children's rides and food stalls with an opening ceremony

commissioned to reflect the importance and history of the Royal Charter should be delivered in its place.

8. Loughborough Remembrance Day Parade

- i. Issue - Loughborough Remembrance Parade is delivered by Charnwood BC with advice and support from the local Royal British Legion (RBL). We await national guidance from the RBL on this year's events but the indication to date is that a more modest ceremony is likely to be recommended, especially given the higher numbers of older people attending the events. Some of the groups who take part in the parade element have already said that they will not be attending ceremonies this year.
- ii. Issue - the Remembrance Parade takes place in Queen's Park and Loughborough Town Centre, with additional personnel parading along Burton Walks from the Grammar School. Whilst some support in crowd handling has previously been provided by the RBL and local Armed Forces or Cadet contingents, the RBL nationally have recently indicated that they advise against RBL members providing support of this nature. The cost of the event is borne by Charnwood BC and may be likely to involve additional charges given the stance of the RBL and the need to ensure social distancing.
- iii. Proposal – the Loughborough Remembrance event should be delivered to a smaller scale so that a ceremony, which is valued by so many members of the community, can still take place but numbers be limited so that social distancing can be maintained. Elements such as the prayers, playing of the Last Post and the cascade of poppies from the Carillon Tower can still take place and it is planned to show the ceremony on social media. Official wreaths can be laid, and arrangements put in place for members of the public to lay their wreaths in a socially distant way. We will have other online content to include to make the day relevant to our communities.

9. Christmas Programme and Lights Switch On

- i. Issue - The Christmas Lights switch on in the Market Place has been recently delivered by Charnwood BC with an element of financial support from Loughborough BID. The BID have indicated that they are not able to provide this support this year so the event would potentially need to be reviewed aside from any Covid 19 considerations.
- ii. Issue - the event attracts upwards of 15,000 people in a small space and cannot be adequately controlled in terms of social distancing in its usual format. Additional costs would be attracted to ensure enforcement of Government regulations.
- iii. Proposal - the Christmas Lights switch on should this year be part of a special four-day Christmas Market, for which we already have guidance. To reduce the risk of large numbers of people attending a switch on ceremony, the lights can be turned on earlier in the day via a social media

event and people attending the market can enjoy an enhanced display over a longer period.

10. Christmas Pantomime

- i. Issue - the Loughborough Town Hall pantomime presents significant difficulties to deliver in the usual way. Maintaining current recommendations for social distancing would involve costs to set up (i.e. removing seats and making the area safe) and the numbers which could then be accommodated would be significantly reduced, making the pantomime unprofitable.
- ii. Issue - costs already incurred in staging a pantomime this year can largely be carried forward to 2021, and it would be possible to store Little Wolf's props for next year, giving some welcome support to the company.
- iii. Proposal - The Loughborough Town Hall pantomime should be deferred to Christmas 2021 and the Head of Leisure and Culture tasked with looking at alternative uses of the Auditorium space to attract income and provide a Christmas boost to the local economy.

Consultation

11. Consultation has taken place with the Emergency Services and the Highways Authority through the Event Safety Advisory Group for all of the events in question. Whilst they are supportive of the events, as usual, they expressed similar concerns to Council officers about the uncertainty regarding the Covid-19 Pandemic and its effects, and the need to plan adequately for revised events.

12. Specific consultation has taken place as follows:

- i. With regard to the Remembrance Parade, consultation has taken place with the Loughborough Branch of the Royal British Legion, the DMRC Stamford Hall, Loughborough Parish Church and the Army Reserve Centre.
- ii. With regard to Loughborough Fair, initial consultation has taken place with the representative of the local branch of the Showmen's Guild and the emergency services.
- iii. With regard to the Loughborough Christmas Lights switch on, consultation will take place with the Loughborough BID and Market Traders.
- iv. With regard to the Loughborough Town Hall Pantomime, consultation has been ongoing during the year with the Pantomime company, Little Wolf.

Financial Implications and Considerations

13. Loughborough Fair

- i. While contracts to support the Fair are in place, e.g. for traffic management and stewarding, no orders have been placed to date and the administration of the event has been put on hold.
- ii. A decision to abandon this year's event is now necessary to avoid any financial commitments and to allow the Showmen where possible to make alternative bookings. To confirm arrangements for an event to capture and mark this year's Fair through children's rides, food stalls and historically important ceremony.
- iii. The Fair overall makes a small net profit, this year we expect to make a small loss based on previous years' results.

14. Remembrance Day Parade

- i. The same contracts to deliver the Fair are in place to deliver the Remembrance Day Parade and it is important that clarity is provided to the companies involved as well as all of the different communities that are involved in the annual parade and service.
- ii. While a Parade is not planned, and budget savings could be possible alternative costs are likely due to the need for virtual activity.

15. Christmas Lights Switch On.

- i. This event is usually delivered in partnership with the BID, who amended their budget earlier in the year to support business through direct intervention and cancel their event programme. The alternative event (e.g. a Special Christmas Market supported by activities that are bookable in advance) will look to the support of key town centre stakeholders and partners to ensure the event can be delivered at no additional cost to the Council.

16. Pantomime

- i. Due to the lead in time required for the development of the pantomime at the town hall, work has already been in progress to ensure a pantomime would be ready if the situation allowed. A plan has also been in place to defer this year's pantomime if necessary, to 2021 to ensure that that any advanced budget commitments can largely support the delivery of next year's pantomime.
- ii. When the auditorium seating is retracted a very large space can be made available for a range of bookable events that would be designed to cover all costs and when possible generate additional income.
- iii. This project will be delivered within existing budgets available.

SCRUTINY COMMISSION – 10TH AUGUST 2020

Report of the Cabinet

ITEM 9 SCRUTINY COMMISSION PRE-DECISION SCRUTINY – CABINET RESPONSE

Purpose of Report

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

Action Requested

To note the Cabinet's responses to the recommendations submitted by the Commission 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 meeting of the Commission on 6th July 2020, the Cabinet has considered the following items on which the Commission undertook pre-decision scrutiny:

- A. CAPITAL PLAN OUTTURN REPORT 2019/20
- B. GENERAL FUND AND HRA REVENUE OUTTURN 2019/20 AND CARRY FORWARD BUDGET
- C. EXEMPT - ENTERPRISE ZONE BUSINESS RATES RETENTION AGREEMENT (ENTERPRISE ZONE UPDATE)

Details of the Commission's consideration of the items as reported to the Cabinet on the 9th August 2020 can be found in the minutes from the Commission's meeting on 6th July 2020.

The Chair of the Commission, Councillor Seaton, attended the Cabinet's meeting on the 9th July 2020 to present the Commission's reports to the Cabinet.

Cabinet Response

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

Capital Plan Outturn Report 2019/20

The Cabinet adopted the officer recommendations as set out in the report, which the Commission had supported.

General Fund and HRA Revenue Outturn 2019/20 and Carry Forward Budget

The Cabinet adopted the officer recommendations as set out in the report, which the Commission had supported.

EXEMPT - Enterprise Zone Business Rates Retention Agreement (Enterprise Zone Update)

The Cabinet adopted the officer recommendations as set out in the report, which the Commission 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

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SCRUTINY COMMISSION – 10TH AUGUST 2020

Report of the Head of Strategic Support

ITEM 10

SCRUTINY COMMISSION WORK PROGRAMME

Purpose of Report

To enable the Commission to review its own work programme, including considering the list of forthcoming Executive Key Decisions in order to schedule items for pre-decision scrutiny.

Work Programme

The Commission's current work programme is attached at Appendix 1. Currently the work programme consists of items concerned with the Commission's roles in overseeing the scrutiny function and undertaking pre-decision scrutiny.

At its meeting on 1st June 2020 the Commission resolved to temporarily revise the agenda for six months, until 30th November 2020, in response to the CfPS guidance on scrutiny during the Covid-19 pandemic.

As a result of these resolutions, the Commission's Work Programme would focus on the following until the ordinary agenda resumes;

- A single substantive agenda item for each meeting to concentrate on one of the Council's recovery cells; organisational recovery, economic recovery and community recovery,
- A strengthened relationship between the Scrutiny Commission and the Audit Committee (a meeting was scheduled between the Chair of the Scrutiny Commission and the Chair of the Audit Committee),
- The use of 'Questions under Scrutiny Committee Procedure 11.16' as set out in the Constitution.
- The ordinary pre-decision scrutiny of scheduled Cabinet items.

At its meeting on 6th July 2020, the Commission agreed to make the following changes to its Work Programme;

- i. To add the 'Public Space Protection Order (PSPO) Loughborough Town Centre' item for pre-decision scrutiny at the Scrutiny Commission meeting held on 14th September 2020.

Key Decisions

To enable the Commission 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 this meeting have been removed from the Appendix to avoid confusion.

Appendices: Appendix 1 – Scrutiny Commission Work Programme

Appendix 2 – Notice of Key Decisions

Background Papers: None

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**SCRUTINY COMMISSION WORK PROGRAMME TEMPORARILY REVISED UNTIL 30 NOVEMBER 2020
(Agreed Scrutiny Commission 1 June 2020, minute reference 6 2020/21)**

Responsible Body	Meeting Date	Issue	Scope of Item / Terms of Reference	Reason for Scrutiny	Invitees / Officers	Progress / Notes / Action Requested
Scrutiny Commission	10 August 2020 (standard item)	Questions under Scrutiny Committee Procedure 11.16	In response to the CfPS guidance to scrutiny during the Covid-19 pandemic, this existing function will be promoted to encourage public participation.			Agreed Scrutiny Commission 1 June 2020, min ref 5 2020/21
Scrutiny Commission	10 August 2020 (standard item)	Recovery Cell Update	In response to CfPS guidance to scrutiny during the Covid-19 pandemic, one recovery cell will update at each meeting of the Scrutiny Commission (Community/Economic/Organisational)		Eileen Mallon/Simon Jackson/Helen Gretton	Agreed Scrutiny Commission 1 June 2020, min ref 5 2020/21
Scrutiny Commission	10 August 2020 (if applicable, standing item)	Pre-decision scrutiny of any specific financial matters to be considered by Cabinet		To ensure 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.	K.Widdowson (report) Lead Officer (meeting)	Agreed by SMB 23 January 2019 (see minute 31.2) (supports recommendation of Budget Scrutiny Panel Jan 2019).

Scrutiny Commission Work Programme

Scrutiny Commission	10 August 2020 (standing item)	Cabinet items for pre- decision scrutiny		To allow identification of items from the latest Key Decisions Notice for pre- decision scrutiny by the Commission.	K.Widdowson (report) Lead Officer (meeting)	Items may also 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.
Scrutiny Commission	10 August 2020 (standing item)	Pre-decision scrutiny – Cabinet Response		To consider the response of Cabinet to recommendations by the Commission on pre- decision scrutiny items.	K.Widdowson (report) Lead Officer (meeting)	Scrutiny Commission
Scrutiny Commission	10 August 2020	EXEMPT - Review of Leisure Centre Agreement			Sylvia Wright/Rob Mitchell	Agreed Scrutiny Commission 1 June 2020 EXEMPT min ref 1 2020/21
Scrutiny Commission	14 September 2020	Pre-decision Scrutiny - Public Space Protection Order (PSPO) Loughborough Town Centre'	To consider approval to extend the Public Space Protection Order for Loughborough Town Centre, following consultation.		Julie Robinson	Agreed Scrutiny Commission 6 July 2020 min ref 27 2020/21

Scrutiny Commission Work Programme

Scrutiny Commission	14 September 2020	Audit Committee Update	CfPS guidance to scrutiny during the Covid-19 pandemic recommends that the relationship between scrutiny and audit be strengthened. Following the Annual Council appointments this matter will be reviewed and a report setting out the approach will be produced.			Agreed Scrutiny Commission 1 June 2020, min ref 5 2020/21
Scrutiny Commission	September/October 2020	Review of Scrutiny Function Suspensions	To review the impact of the pandemic on scrutiny and to decide whether the suspension of panel work and directorate based committees should remain.			Agreed Scrutiny Commission 1 June 2020, min ref 5 2020/21
Scrutiny Commission	To be programmed	EXEMPT ITEM – Pre-decision scrutiny- Building Control Alternative Service Delivery Project		Pre-decision scrutiny item.	Richard Bennett	Item deferred from January meeting of the Commission.

Scrutiny Commission Work Programme

Scrutiny Commission	To be programmed	PROVISIONAL Private Sector Licensing Scheme Update		In the event that HPRRS Scrutiny Committee does not review the report due to timing issues, and had not already reviewed the report in March 2020.	Alison Simmons	Agreed by the Commission at its meeting on 13th January 2020
Scrutiny Commission	November 2020 (Standing item)	Scrutiny Work Programme and Requests from Scrutiny Committees		<p>To review the Commission's Work Programme.</p> <p>To consider the Scrutiny Work Programme in its entirety to ensure the Commission's role in managing that programme is undertaken.</p> <p>To consider any requests from scrutiny committees that items be added to the work programme which are not within their own remit or that scrutiny panels be established.</p>	<p>K.Widdowson (report)</p> <p>Lead Officer (meeting)</p>	
Scrutiny Commission	November 2020 (standing item)	Progress with Panel Work		To review progress with Scrutiny Panels.	K Widdowson	

Scrutiny Commission Work Programme

Scrutiny Commission	November 2020	Draft Annual Scrutiny Report 2019-20 (annual item – April)			Dem Services Manager	Agreed Scrutiny Commission 1 June 2020, min ref 12 2020/21
Scrutiny Commission	To be programmed	Children and Families Wellbeing Service Update	To provide an update of the service at Leicestershire County Council which was reviewed by the Neighbourhoods and Community Wellbeing Scrutiny Committee on 10 March 2020.			Agreed Scrutiny Commission 1 June 2020, min ref 10
Scrutiny Commission	To be programmed	Air Quality Review and Assessment Report 2019		Update on the Council's Air Quality Plan for 2019.	Alan Twells and Lead Officer	Item deferred from 9 March 2020 at the Scrutiny Commission meeting on 10 February 2020. Deferred from 1 June 2020 following consultation with Chair and Vice Chair. Chair and Vice Chair agreed further deferment.
Scrutiny Commission	January 2021 (Quarterly)	Scrutiny Tracker		Allow the Commission to review the Scrutiny Tracker	Democratic Services Manager	Agreed by the Commission at its meeting on 13th January 2020.

Scrutiny Commission Work Programme

Scrutiny Commission	February 2021 (annual item)	Corporate Delivery Plan 2021/22		<p>Consideration of draft plan to ensure scrutiny input.</p> <p>Plan due to be considered by and agreed by Cabinet in March 2021.</p>	Leader/ R.Mitchell/S. Kinder	<p><i>*Short timescale between committee and Cabinet consideration.</i></p>
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Formal Scrutiny Panels

Due to officer capacity there is an agreement that no more than 4 scrutiny panels (Formal and Express) should be convened during any given period.

Scrutiny panels currently suspended until 30 November 2020 (agreed Scrutiny Commission 1 June 2020, minute reference 5 2020/21).



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

**Published
15th July 2020**

What is a Key Decision?

A key decision is one which:

- commits the Council to expenditure, savings or increases or reductions in income of £150,000 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:

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Tel: 01509 634785
Email: democracy@charnwood.gov.uk

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?
Leisure Centre Contract Update	Update to review situation (following previous consideration of providing financial support to the Leisure Centre Contractor during the current Covid-19 pandemic to support ongoing hibernation).	Cabinet	13th August 2020	Report	No	Sylvia Wright Head of Leisure and Culture Tel: 01509 634658 sylvia.wright@charnwood.gov.uk
Section 106 Monies to Rothley Parish Council	To approve the payment of Section 106 monies received as a contribution towards the provision of community facilities in Rothley to Rothley Parish Council to provide funding towards the upgrade of the Rothley Centre.	Officer Delegated Decision	13th August 2020	Delegated Decision Document	No. Delegated Decision Document will be publicly available.	Julie Robinson Head of Neighbourhood Services Tel: 01509 634590 julie.robinson@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 2020/21.	Cabinet	17th September 2020	Report	Yes	Julie Robinson Head of Neighbourhood Services Tel: 01509 634590 julie.robinson@charnwood.gov.uk
Public Space Protection Order (PSPO) Loughborough Town Centre	To consider approval to extend the Public Space Protection Order for Loughborough Town Centre, following consultation.	Cabinet	17th September 2020	Report	Yes	Julie Robinson Head of Neighbourhood Services Tel: 01509 634590 julie.robinson@charnwood.gov.uk
Equality, Diversity and Inclusion Strategy 2020-2024	To approve/adopt a revised Equality, Diversity and Inclusion Strategy 2020-24.	Cabinet	17th September 2020	Report	Yes	Simon Jackson Strategic Director of Corporate Services Tel: 01509 634699 simon.jackson@charnwood.gov.uk
Amendments to Annual Procurement Plan	To consider possible amendments to the Annual Procurement Plan.	Cabinet	17th September 2020	Report	Yes	Lesley Tansey Head of Finance and Property Services Tel: 01509 634828 lesley.tansey@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?
Capital Plan Amendment Report	To consider and approve amendments to the Capital Plan.	Cabinet Council	17th September 2020 9th November 2020	Report	Yes	Lesley Tansey Head of Finance and Property Services Tel: 01509 634828 lesley.tansey@charnwood.gov.uk
Interim General Fund Budget	To recommend to Council a revised (in-year) General Fund budget covering the 2020/21 financial year.	Cabinet Council	15th October 2020 9th November 2020	Report	Yes	Lesley Tansey Head of Finance and Property Services Tel: 01509 634828 lesley.tansey@charnwood.gov.uk
Revised Capital Plan 2020-2023	To recommend to Council a revised Capital Plan covering the period (financial years) 2020/21 - 2022/23.	Cabinet Council	15th October 2020 9th November 2020	Report	Yes	Lesley Tansey Head of Finance and Property Services Tel: 01509 634828 lesley.tansey@charnwood.gov.uk
Updated Capital Strategy 2020/21	To recommend to Council an updated Capital Strategy covering the financial year 2020/21.	Cabinet Council	15th October 2020 9th November 2020	Report	Yes	Lesley Tansey Head of Finance and Property Services Tel: 01509 634828 lesley.tansey@charnwood.gov.uk
Medium Term Financial Strategy 2021-2024	To present a revised MTFs to Cabinet and Council for approval.	Cabinet Council	19th November 2020 18th January 2021	Report Report	Yes Yes	Lesley Tansey Head of Finance and Property Services Tel: 01509 634828 lesley.tansey@charnwood.gov.uk
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 2020/21.	Cabinet	10th December 2020	Report	Yes	Julie Robinson Head of Neighbourhood Services Tel: 01509 634590 julie.robinson@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?
Draft General Fund and HRA 2021-22 Budgets	To seek approval to the Draft Revenue Budget for 2021-22 as a basis for consultation.	Cabinet	10th December 2020	Report	Yes	Lesley Tansey Head of Finance and Property Services Tel: 01509 634828 lesley.tansey@charnwood.gov.uk
Capital Plan Amendment Report	To consider and approve amendments to the Capital Plan.	Cabinet Council	10th December 2020 18th January 2021	Report	Yes	Lesley Tansey Head of Finance and Property Services Tel: 01509 634828 lesley.tansey@charnwood.gov.uk
Amendments to Annual Procurement Plan	To consider possible amendments to the Annual Procurement Plan.	Cabinet	10th December 2020	Report	Yes	Lesley Tansey Head of Finance and Property Services Tel: 01509 634828 lesley.tansey@charnwood.gov.uk
Capital Strategy, Treasury Management Strategy Statement, Minimum Revenue Provision Policy and Annual Investment Strategy 2021-22	To seek approval to a Capital Strategy, Treasury Management Strategy Statement, Annual Investment Strategy and Minimum Revenue Provision Policy for 2021-22 and the annual report on the Prudential Code, for recommendation to Council.	Cabinet Council	11th February 2021 22nd February 2021	Report	Yes	Lesley Tansey Head of Finance and Property Services Tel: 01509 634828 lesley.tansey@charnwood.gov.uk
2021-22 General Fund and HRA Revenue Budgets and Council Tax	To seek approval to the Revenue Budget, Capital Plan, Financial Plan for 2021-22 and to propose the Council Tax for approval by Council.	Cabinet Council	11th February 2021 22nd February 2021	Report	Yes	Lesley Tansey Head of Finance and Property Services Tel: 01509 634828 lesley.tansey@charnwood.gov.uk
Charnwood Grants	To consider applications for revenue funding received in round four (additional) of the Community Facilities Capital Grants and Community Development Grant Schemes for 2020/21.	Cabinet	11th March 2021	Report	Yes	Julie Robinson Head of Neighbourhood Services Tel: 01509 634590 julie.robinson@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?
Capital Plan Amendment Report	To consider and approve amendments to the Capital Plan.	Cabinet Council	11th March 2021 26th April 2021	Report	Yes	Lesley Tansey Head of Finance and Property Services Tel: 01509 634828 lesley.tansey@charnwood.gov.uk
Annual Procurement Plan 2021/22	To seek approval to the Annual Procurement Plan for 2021/22.	Cabinet	11th March 2021	Report	Yes	Lesley Tansey Head of Finance and Property Services Tel: 01509 634828 lesley.tansey@charnwood.gov.uk
Housing Capital Programme	To approve the annual investment programme for improvements to the Council's housing stock.	Cabinet	11th March 2021	Report	Yes	Peter Oliver Head of Landlord Services Tel: 01509 634952 peter.oliver@charnwood.gov.uk
Local Development Scheme	To approve a revised Local Development Scheme (LDS) so that the programme for the preparation of planning documents for Charnwood is agreed.	Cabinet	11th March 2021	Report	Yes	Richard Bennett Head of Planning and Regeneration Tel: 01509 634763 richard.bennett@charnwood.gov.uk
Corporate Delivery Plan 2021/22	To set out the Council's principal activities in delivering the Corporate Strategy for the Council Year 2021/22.	Cabinet	11th March 2021	Report	Yes	Adrian Ward Head of Strategic Support Tel: 01509 634573 adrian.ward@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 2021/22.	Cabinet	3rd June 2021	Report	Yes	Julie Robinson Head of Neighbourhood Services Tel: 01509 634590 julie.robinson@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?
Capital Plan Outturn 2020/21	To report the Council's capital expenditure results for 2020/21 subject to audit.	Cabinet	1st July 2021	Report	Yes	Lesley Tansey Head of Finance and Property Services Tel: 01509 634828 lesley.tansey@charnwood.gov.uk
General Fund and HRA Revenue Outturn Report (2020/21) and Carry Forward of Budgets	To report the Council's revenue expenditure results for 2020/21 subject to audit.	Cabinet	1st July 2021	Report	Yes	Lesley Tansey Head of Finance and Property Services Tel: 01509 634828 lesley.tansey@charnwood.gov.uk
Capital Plan Amendment Report	To consider and approve amendments to the Capital Plan.	Cabinet Council	1st July 2021 6th September 2021	Report	Yes	Lesley Tansey Head of Finance and Property Services Tel: 01509 634828 lesley.tansey@charnwood.gov.uk
Amendments to Annual Procurement Plan	To consider possible amendments to the Annual Procurement Plan.	Cabinet	1st July 2021	Report	Yes	Lesley Tansey Head of Finance and Property Services Tel: 01509 634828 lesley.tansey@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?
Leisure Centre Contract Update	Update to review situation (following previous consideration of providing financial support to the Leisure Centre Contractor during the current Covid-19 pandemic to support ongoing hibernation).	Cabinet	13th August 2020	Report	No	Sylvia Wright Head of Leisure and Culture Tel: 01509 634658 sylvia.wright@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 Strategic Relationships, Investments and Development, Regeneration, Communications and Inward Investment
Councillor Barkley (Conservative)	Deputy Leader of the Council Finance and Property Services
Councillor Bailey (Conservative)	Planning
Councillor Bokor (Conservative)	Loughborough
Councillor Harper-Davies (Conservative)	Community Support and Equalities
Councillor Mercer (Conservative)	Private Housing
Councillor Poland (Conservative)	Public Housing
Councillor Rattray (Conservative)	Business Support
Councillor Rollings (Conservative)	Transformation
Councillor Smidowicz (Conservative)	Strategic Support