

**CABINET
18TH NOVEMBER 2021**

PRESENT: The Leader (Councillor Morgan)
The Deputy Leader (Councillor Barkley)
Councillors Bailey, Bokor, Harper-Davies, Poland,
Ratray, Rollings and Smidowicz

Councillor Seaton

Chief Executive
Strategic Director; Environmental and Corporate
Services
Head of Strategic Support
Head of Strategic and Private Sector Housing
Neighbourhoods and Partnerships Manager
Organisational Development Manager
Democratic Services Officer (LS)

APOLOGIES: Councillor Mercer

The Leader stated that this meeting would be recorded and the sound recording subsequently made available via the Council's website. He also advised that, under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, 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.

46. DISCLOSURES OF PECUNIARY AND PERSONAL INTERESTS

The following disclosures were made:

- (i) by Councillor Morgan – a personal interest in item 6 on the agenda (Charnwood Grants) in respect of his wife's involvement with Loughborough Wellbeing Café. Councillor Morgan would leave the meeting during the consideration of the item.
- (ii) by Councillor Bokor – an interest in item 6 on the agenda (Charnwood Grants) in respect of her involvement with Charnwood Arts. Councillor Bokor would leave the meeting during consideration of the item.
- (iii) by Councillor Smidowicz – an interest in item 6 on the agenda (Charnwood Grants) in respect of her involvement with Charnwood Arts. Councillor Smidowicz would leave the meeting during consideration of the item.
- (iv) by Councillor Morgan – a personal interest in item 8 on the agenda (Insurance Contract) in respect of his wife's position as non-executive chair of the Association of British Insurers. He did not consider the interest required that he left the meeting.
- (v) by Councillor Morgan – a personal interest in item 9 on the agenda (Treasury Management Strategy, Annual Investment Strategy and MRP Policy – Mid Year Review) in respect of his wife's position as a non-executive director of

Santander UK. He did not consider the interest required that he left the meeting.

47. LEADER'S ANNOUNCEMENTS

No announcements were made.

48. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 14th October 2021 were confirmed as a correct record and signed.

49. QUESTIONS UNDER CABINET PROCEDURE 10.7

Mr M. Hunt – Bedford Square Gateway Project

- “1. The cost of the Bedford Square Gateway Project published on the webpage is £2.6 million which is being funded by the Council and a grant for £130,000 from the Leicester and Leicestershire Enterprise Partnership. Is this still the estimated final cost?
2. If there are further costs, how does the Council expect these to be funded?
3. With reference to the paving stones, there are concerns in the industry that some imports breach acceptable standards and this led to companies forming the Ethical Trade Initiative. Are the suppliers of the paving stone members of the Ethical Trade Initiative, and if not what assurances have been received that acceptable ethical standards are being met by the suppliers of the paving material?
4. What employment conditions does the authority require of its contractors, and are these formally verified?
5. The authority rightly developed a Climate Change Strategy to minimise the environmental impacts of its own activities and contribute to the improvement of the wider environment through local action. Has the authority measured or estimated the carbon emissions made by the purchase of imported stone in this project and how is this reconciled with the Climate Change Strategy?”

The Leader referred to the following response, which had been published prior to the meeting:

1. *Cabinet agreed a reduced scheme at its meeting in December 2020 costed at £2.6m. This is funded by the council's capital receipts and external funding of £183k from the LLEP Business Rates Pool and £390k from the Business Rate Retention Pilot. In October 2021 a decision was taken to deliver the balance of the scheme which is entirely funded by the £1.7m from the Town Deal.*
2. *The whole scheme cost has been calculated at £3.869m including contingency sums. If there are is any unforeseen expenditure beyond this contingency sum*

that cannot be met from other sources then these will need to be met by capital receipts.

3. *The suppliers, Hardscape, are members of the Ethical Trading Initiative.*
4. *Procurement of contractors have been undertaken using nationally recognised frameworks provided by Crown Commercial Services (CCS) and ESPO. Suppliers listed on these frameworks have all been pre-qualified by the framework provider on a range of criteria including financial stability, track record, experience and professional ability as well as compliance with statutory obligations including under the Equalities Act 2010, Health and Safety at Work Act 1974, Health and Safety Policy & Risk Assessments, safeguarding policy. Framework agreements also specify rates of pay for categories of employees, based on industry standard rates. In addition, the framework's terms and conditions are all pre-agreed by the framework provider to ensure that they are fair, transparent and in the best interest of their customers.*

The NEC4 contract used by the Council for the construction project also specifies:

- a) *The locations and working times that work can take place,*
- b) *Competency of named individuals to administer the contract from a contractor perspective and demonstrable experience relating to the work content.*

The construction project is also regulated by the Construction Design & Management Regulations (CDM) 2015, governed by the HSE. This ensures key regulations and standards are met and adhered to on the construction project, including those relating to a safe site and permits to work in specific conditions such as confined spaces with permits issued as required to suitably qualified personnel. The HSE regulations also apply in terms of working hours and specific gaps between shifts.

The Council's appointed NEC4 Project Manager has the ability to remove someone who is not competent from the contract, to approve or reject any replacements if they do not meet the required standard.

5. *The Climate Change Strategy was updated in December 2019 to include the Council's commitment to being a carbon neutral organisation by 2030 following the climate motion on notice in July 2019 (DD 184 19/20 refers). That commitment is to reducing carbon emissions in the council's own operations rather than to the public realm. Nevertheless, the scheme includes new planters in Devonshire Square and trees in Bedford Square and Devonshire Square which will assist in absorbing air pollution and in reducing the heat island effect in the area.*

The Council was advised on the selection of type and source of materials by its appointed highways and landscape design specialists in consultation with the supplier, involving a visit to the supplier's materials laboratory in Stratford Upon Avon. The factors influencing the type and source of materials selected included the material's cost balanced with the need to be fit for purpose in terms of the

use it was to be put to, including capable of bearing the weight of the fairground rides, providing a quality appearance in line with the project objectives, and its durability/lifespan to provide value for money. The source selected for the granite paving and kerbs was judged by the highways and landscape design specialists to be the only one capable of providing the required materials most suited for the purposes of this project. No suitable equivalent locally sourced materials were available.

Having declared interests, Councillors Bokor, Morgan and Smidowicz left the meeting during the consideration of the following item.

50. CHARNWOOD GRANTS

This item was chaired by Councillor Barkley.

Considered, a report of the Head of Neighbourhood Services setting out applications received for funding in round two of the Community Facilities and Community Grants schemes for 2021/22 (item 6 on the agenda filed with these minutes).

Councillor Seaton, Chair of the Scrutiny Commission, presented a report setting out the Commission's pre-decision scrutiny of the matter and recommendation (copy filed with these minutes).

The Neighbourhoods and Partnerships Manager assisted with consideration of the report.

RESOLVED

1. that the following Community Grants be awarded:

- £4,500 to Passion towards the Passion Youth Project;
- £275 to Charnwood Safe, Well, Happy Partnership towards events, workshops and venue hire;
- £3,500 to Twenty Twenty towards the Love4Life project;
- £500 to Ulverscroft Camera Club towards the "Getting back Together" project;
- £2,500 to Age UK Leics towards Men and Women in Sheds;
- £2,000 to Molly's Gift towards a Saturday club for 5-11 year olds;
- £1,500 to Anand Mangal Group towards room hire and equipment;
- £2,000 to Shepshed Dolphin Swimming Group towards pool hire and instructor costs;
- £675 to Charnwood Drawing and Painting Club towards equipment and three workshop sessions;
- £1,200 to Shree Ram Krishna Community Project towards the exercise element of their Charnwood Dosti project;
- £500 to Sileby Tennis Club towards sports equipment and marketing;
- £750 to Birstall Theatre Company towards a production of Aladdin 2022;
- £700 to Charnwood Arts towards the community elements of the Just Be You project.

- £750 to Stonebow Washlands Group towards Stonebow Washlands enhancement project, to be funded through the Serco Environmental fund;
- £1,000 to Barrow in Bloom towards Bloom up Barrow in 2022, to be funded through the Serco Environmental fund;
- £3,000 to Loughborough Wellbeing Centre running costs, to be funded through the Contain Outbreak Management fund allocated to supporting VCS organisations supporting community recovery;
- Up to £2,000 to Leicester City in the Community towards pilot activities/sessions for the Urban Foxes project, to be funded through the Contain Outbreak Management fund to support health and physical activity;

2. that the following Community Grant applications be declined:

- Artspace Loughborough - £5,000 requested – applied for funding towards Into the Outwoods Sculpture Trail 2022;
- Wymeswold Playgroup - £2,827 requested – applied for funding towards Forest School setting;
- Loughborough Air Quality Protection Group - £876 requested – applied for funding towards a 3-year subscription to Community Dashboard;
- Rotary Club of Loughborough Beacon - £5,000 requested – applied for funding towards home starter boxes;
- Mountsorrel Methodist Church - £1,000 requested – applied for funding towards professional cleaning in 2021/22;
- Newtown Linford Tennis Club - £5,000 requested – applied for funding towards facility regeneration;
- Birstall and District Art Society - £2,000 requested – applied for funding towards running costs;
- Barrow upon Soar Methodist Church - £2,500 requested – applied for funding towards cleaning costs to support the community use of premises;
- Emmanuel Church Centre Garden - £1,375 requested – applied for funding towards upgrade and re-planting of flower beds and children’s green spaces;
- The Generator Loughborough CIC – £5,000 requested – applied for funding towards the running costs of the Loughborough Generator Project;
- Charnwood Christmas Toy Appeal - £1,500 requested – applied for funding towards the Christmas Toy Appeal 2021;
- Anstey Chess Club - £500 requested – applied for funding towards room hire;
- Syston and District Volunteer Centre - £3,000 requested – applied for funding towards the re-start of their mini-bus;
- Quorn Village CIC - £1,700 requested – applied for funding towards improving a footpath and bridleways in Quorn;

3. that the following Community Facilities Grants be awarded:

- Up to £3,200 to Gorse Covert Community Association towards the provision of an ambient toilet;

4. that the following Community Facilities Grant application be deferred to a future Round:

- The Generator Loughborough CIC - £20,000 requested – applied for funding towards building works for the Loughborough Generator Project;
5. that the following Community Facilities Grant applications be declined:
 - Girlguiding Birstall - £15,000 requested – applied for funding towards a new Ranger room;
 - Falcon Support Services - £5,000 requested – applied for funding towards window and kitchen floor refurbishment at “The Drop in” day centre;
 - The Bridge (East Midlands) - £10,000 requested – applied for funding towards a new office and drop-in centre at The Foundry, Loughborough;
 6. that approval is given to run a third round of Community Facilities Grants in February 2022;
 7. that the Head of Neighbourhood Services be given delegated authority to finalise the terms and conditions of the awarded Community Grants;
 8. that the report of the Scrutiny Commission be noted.

Reasons

1. To provide financial support to organisations which meet the criteria of the Community Grants scheme.
2. To decline to provide financial support to organisations which do not meet the criteria for the award of a grant under the Community Grant scheme.
3. To provide financial support to organisations which meet the criteria of the Community Facilities Grants scheme.
4. To enable further work to be undertaken with the applicant to see whether the application can be improved and strengthened.
5. To decline to provide financial support to organisations which do not meet the criteria for the award of a grant under the Community Facilities Grant scheme
6. To recognise the large gap between this Community Facilities Grant round and the next proposed round in June 2022 and the need to provide an additional Facilities Grants round for identified projects that were unable to meet this deadline.
7. To enable the grants awarded to be finalised and appropriate information to be supplied to the Council about the outcomes of the project.
8. To acknowledge the work undertaken by and the views of the Scrutiny Commission.

Councillors Bokor, Morgan and Smidowicz returned to the meeting.

51. RESIDENTIAL MOBILE HOME SITE LICENCE CONDITIONS

Considered, a report of the Head of Strategic and Private Sector Housing setting out revised licence conditions for the licensing of permanent residential mobile home sites in Charnwood (item 7 on the agenda filed with these minutes).

Councillor Seaton, Chair of the Scrutiny Commission, presented a report setting out the Commission's pre-decision scrutiny of the matter and recommendation (copy filed with these minutes).

The Scrutiny Commission was thanked for its pre-decision scrutiny of this matter and the previous item.

The Head of Strategic and Private Sector Housing assisted with consideration of the report.

RESOLVED

1. that the adoption of revised Licence Conditions for existing and new permanent residential mobile home site licences, set out in Appendix 1 to the report of the Head of Strategic and Private Sector Housing, be approved;
2. that delegated authority be provided to the Head of Strategic and Private Sector Housing to make amendments to the model standards for permanent residential mobile homes sites in consultation with the Cabinet Lead Member;
3. that the report of the Scrutiny Commission be noted.

Reasons

- 1.& 2. The introduction of revised Model Standards for permanent residential mobile home sites provides an opportunity to update the Council's existing Licence Conditions and to clarify the current responsibilities of site owners.
3. To acknowledge the work undertaken by and the views of the Scrutiny Commission.

52. INSURANCE CONTRACT

Considered, a report of the Strategic Director; Environmental and Corporate Services seeking approval to commence a procurement process for the Council's insurance contract (item 8 on the agenda filed with these minutes).

The Organisational Development Manager assisted with consideration of the report.

RESOLVED

1. that a procurement process to obtain a new insurance contract for a five year period commencing on 1st June 2022 be undertaken utilising the YPO (Yorkshire

Purchasing Organisation) Insurance Placement Dynamic Purchasing System, Contract Reference: 00978;

2. that delegated authority is given to the Strategic Director; Environmental and Corporate Services to appoint a provider;
3. that delegated authority is given to the Strategic Director; Environmental and Corporate Services to appoint an insurance broker under the provisions of the framework outlined at resolution 1 above.

Reasons

1. To take advantage of the YPO Insurance Placement Dynamic Purchasing System, Contract Reference: 00978 and to enable competition from the widest range of potential insurance suppliers under the framework.
2. To enable the Strategic Director; Environmental and Corporate Services to evaluate the options available within the bids received and agree the detailed terms of each contract Lot awarded.
3. To ensure that competition is achieved from the widest range of potential insurance suppliers under the framework.

53. TREASURY MANAGEMENT STRATEGY, ANNUAL INVESTMENT STRATEGY AND MRP POLICY - MID YEAR REVIEW

Considered, a report of the Head of Financial Services to review the Treasury Management Strategy and the Annual Investment Strategy, plus the various Prudential Borrowing and Treasury Indicators for the first six months of 2021/22, for recommendation to Council (item 9 on the agenda filed with these minutes).

The Strategic Director; Environmental and Corporate Services assisted with consideration of the report.

RESOLVED that **it be recommended to Council** to note the mid-year review of the Treasury Management Strategy Statement, Prudential Borrowing and Treasury Indicators plus the Annual Investment Strategy, as set out in Part B of the report.

Reason

To ensure that the Council's governance and management procedures for Treasury Management reflect best practice and comply with the Revised CIPFA Treasury Management in the Public Services Code of Practice, Guidance Notes and Treasury Management Policy Statement, that funding of capital expenditure is taken within the totality of the Council's financial position, and that borrowing and investment is only carried out with proper regard to the Prudential Code for Capital Finance in Local Authorities.

NOTES:

1. The decisions in these minutes not in the form of recommendations to Council will come into effect at noon on 26th November 2021 unless called in under Scrutiny Committee Procedure Rule 11.7. Decisions in the form of recommendations to Council are not subject to call in.
2. No reference may be made to these minutes at the next available Ordinary Council meeting unless notice to that effect is given to the Democratic Services Manager by five members of the Council by noon on 26th November 2021.
3. These minutes are subject to confirmation as a correct record at the next meeting of the Cabinet.