



SCRUTINY COMMISSION

This meeting will be recorded and the sound recording subsequently made available via the Council's website: charnwood.gov.uk/pages/committees

Please also note that under the Openness of Local Government Bodies Regulations 2014 that other people may film, record, tweet or blog from this meeting. The use of any images or sound recordings is not under the Council's control.

To: Councillors Bolton, Hadji-Nikolaou, Brookes, Grimley, Hamilton (Vice-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 via virtual meeting - Zoom on Tuesday, 4th May 2021 at 6.00 pm for the following business.

Chief Executive

Southfields
Loughborough

23rd April 2021

AGENDA

1. APOLOGIES
2. MINUTES OF THE PREVIOUS MEETING 5 - 10
To approve the minutes of the meeting of the Commission held on 6th April 2021.
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. AUDIT COMMITTEE UPDATE

7. PRE-DECISION SCRUTINY OF ANY SPECIFIC FINANCIAL MATTERS

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

8. ITEMS FOR PRE-DECISION SCRUTINY

The following item has been identified for pre-decision scrutiny from the Informal Cabinet agenda for 10th May 2021:

- (a) EXEMPT - Authority to Advertise and Award an Asset Management Contract

An exempt report of the Strategic Director for Commercial Development, Assets and Leisure, circulated to members.

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

9. SCRUTINY COMMISSION PRE-DECISION SCRUTINY - CABINET RESPONSE 11 - 12

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

10. SCRUTINY COMMISSION WORK PROGRAMME 13 - 26

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 this item on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972, and the public interest in maintaining the exemption outweighs the public interest of disclosing the information.

12. AUTHORITY TO ADVERTISE AND AWARD AN ASSET MANAGEMENT CONTRACT

An exempt report of the Strategic Director for Commercial Development, Assets and Leisure, circulated to members.

For information, further meetings of the Scrutiny Commission are scheduled as follows;

1st June 2021
28th June 2021
9th August 2021

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 APRIL 2021

- PRESENT: The Chair (Councillor Seaton)
The Vice Chair (Councillor Hamilton)
Councillors Bolton, Brookes, Grimley, Hadji-Nikolaou and Ranson
- Councillor Morgan (Leader of the Council), Bailey (Cabinet Lead Member for Planning) and Rattray (Cabinet Lead Member for Business Support)
- Strategic Director; Community, Planning and Housing
Head of Leisure and Culture
Head of Planning and Regeneration
Head of Cleansing and Open Spaces
Head of Regulatory Services
Neighbourhoods and Partnerships Manager
Organisational Change Officer
Democratic Services Manager, Democratic Services Officer (LS) and Democratic Services Officer (SW)

The Chair stated that the meeting would be recorded and the sound 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.

146. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of the Commission held on 8th March 2021 were approved.

147. DECLARATIONS OF PECUNIARY AND PERSONAL INTERESTS

No disclosures were made.

148. DECLARATIONS OF THE PARTY WHIP

No declarations were made.

149. QUESTIONS UNDER SCRUTINY COMMITTEE PROCEDURES 11.16

No questions were submitted.

150. RECOVERY UPDATE

A report of the Strategic Director for Community, Planning and Housing to provide the Commission with an update on the work of the Community and Economic recovery cells (item 6 on the agenda filed with these minutes).

The Leader of the Council, the Strategic Director for Community, Planning, Housing and Health, the Head of Regulatory Services, the Head of Planning and Regeneration, the Head of Leisure and Culture, the Head of Cleansing and Open Spaces and the Organisational Change Officer attended the meeting and assisted with the consideration of this item. The following summarises the discussion:

- i. The Leader acknowledged that the Covid-19 recovery efforts of the council had affected all areas of the organisation and that officers across the Council had dedicated substantial time and effort in order to overcome the challenges faced. The collaborative hard work of Officers was appreciated and contributed towards a positive lasting legacy.
- ii. The Council had supported local businesses as much as possible throughout the pandemic. A sum of £165k had been received through the Reopening Highstreet Safety Fund (RHSS), which would be used to support businesses and to ensure safety measures were in place such as posters, signage, effective communications, floor markings and ambassadors. It was anticipated that this funding would continue into 2021/22.
- iii. There was an enquiry regarding the progress of the sale of land in Sileby (Cemetery Road) which had been approved by Cabinet. More information would be communicated to the Commission following the meeting.

Post meeting note: The process of sale was ongoing.

- iv. The compliance and enforcement work which had been allocated £127k to facilitate the deployment of officers was intended to be used throughout the year. The Council was prepared for the requirement of further work and any localised outbreaks.
- v. Prohibition notices had been served where premises had been open against the Government guidelines.
- vi. The online visitor economy efforts had been successful and well received by the public.
- vii. The Council was working with John Storer House and Trustees in order to establish a social supermarket. This would continue the legacy created by Charnwood Community Action which supported residents throughout the pandemic. It was anticipated that the social supermarket would open in June 2021 and would supply heavily subsidised food to eligible residents of the Borough. Customers at the supermarket would also receive a personalised support plan designed to help improve circumstances.
- viii. Loughborough Against Corona had recruited over 1000 volunteers to support self-isolating residents. Following this, 50 volunteers had completed a DBS

check and had were formally supporting mutual aid organisations. Residents interested in volunteering should be encouraged to contact John Storer House for advice.

RESOLVED that the Commissioned noted the report.

Reason

To ensure the Commission was kept informed of the Council's Covid-19 recovery efforts.

151. DRAFT ANNUAL SCRUTINY REPORT 2019-21

A report of the Head of Strategic Support to consider the Draft Annual Scrutiny Report 2019-21 with a view to it being recommended to Council for approval (item 7 on the agenda filed with these minutes).

The Democratic Services Manager assisted with the consideration of this item.

It was recognised that a substantial amount of valuable scrutiny work had been undertaken by the Scrutiny Commission during the Covid-19 pandemic. This was evidence that the Council recognised the importance of scrutiny.

RESOLVED

1. That the Commission notes that the Draft Annual Scrutiny Report 2019-20 be submitted with the Draft Annual Scrutiny Report 2020-21.
2. That delegated authority be given to the Democratic Services Manager, in consultation with the Chair and Vice-chair of the Scrutiny Commission, to format and amend the draft report to include reference to matters raised at the meeting;
3. That it be recommended to Council that the Annual Scrutiny Report 2019-21, including any amendments made following the meeting as per recommendation 1, above, be approved.

Reasons

1. To ensure the Commission considers the Draft Annual Scrutiny Report 2019-20 following its deferral as a result of the Covid-19 pandemic.
2. To ensure that additional and updated information be incorporated into the final Annual Report before its submission to Council, including amendments to the information in respect of the Scrutiny Commission if required.

1&3. To report annually, as required, on the operation and workings of Scrutiny.

152. AIR QUALITY REPORT 2019-21

A report of the Head of Regulatory Services to consider the update of the annual ASR and receive a summary of the monitoring of air quality across the Borough (item 8 on the agenda filed with these minutes).

The Lead Member for Business Support and the Head of Regulatory Services attended the meeting and assisted with the consideration of this item. The following summarises the discussion:

- i. The non-automatic diffusion tube monitoring of Nitrogen Dioxide was based at 48 locations across the Borough. The selected locations were considered the most relevant and could change depending on annual averages and concerns.
- ii. Air pollutants were decreasing in the Borough and this was considered to be the result of a decrease in traditional industry and increase in lower emission vehicles, such as electric and hybrid vehicles.
- iii. The Council was required to regularly review and assess air quality and make improvements with partners where compliance with the air quality standards are not met. These air quality management measures would include controlling certain industrial emissions through Environmental Permits, working with Highways Services for traffic control initiatives and the development of policies within the Council's Local Plan process.

RESOLVED that the Commission noted the report.

Reason

To ensure the Commission is kept updated on the Air Quality Annual Status Report.

153. AUDIT COMMITTEE UPDATE

A new independent Chair had been appointed to the Audit Committee.

The significance of scrutiny panels was highlighted and it was confirmed that detail on future scrutiny panels would be discussed at the Scrutiny Work Programme Workshop which was scheduled to take place on 24th May 2021.

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

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

155. CABINET ITEMS FOR PRE-DECISION SCRUTINY

The following item was identified for pre-decision scrutiny from the Cabinet agenda for 8th April 2021.

156. CHARNWOOD LOCAL DEVELOPMENT SCHEME 2021

A Cabinet report of the Head of Planning and Regeneration to seek approval of the revised Local Development Scheme (LDS) so that the programme for the preparation of planning documents for Charnwood is agreed (item 11a on the agenda filed with these minutes).

The Lead Member for Planning, the Head of Planning and Regeneration, the Group Leader for Plans, Policy and Place Making and the Team Leader for Local Plans attended the meeting and assisted with the consideration of this item. The following summarises the discussion:

- i. The local plan was shown in the 2021 Local Development Scheme as running three-months behind the timescale set out in the 2020 Local Development Scheme. This revised timescale was to ensure that stakeholders had sufficient time to contribute to the council's understanding of the transport evidence, necessary to ensure a soundly based plan.
- ii. As a consequence of the slippage in programme, further work was required including a re-base of the plan to consider housing figures as of 1st April 2021. This would involve a survey on houses completed within the year and also liaison with Developers and Promoters to establish the intended housing figures in future years.
- iii. It was essential that the evidence upon which a local plan was developed was sound and robust and demonstrated an ability to support future growth. The document was substantial and required a significant amount of work.
- iv. It was acknowledged that delaying the local plan could increase the number of residential planning applications and approvals, although it was stated that many of these were likely to be included in the local plan as allocations anyway.

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

Reason

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

157. 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 12 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.

158. SCRUTINY COMMISSION WORK PROGRAMME

A report of the Head of Strategic Support 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 (item 13 on the agenda filed with these minutes).

The Democratic Services Manager assisted with the consideration of this item.

The Commission did not add any items to the work programme.

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 work programme be updated in accordance with the items highlighted.

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.

NOTES:

1. No reference may be made to these minutes at the Council meeting on 26th April 2021 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.

SCRUTINY COMMISSION – 4TH MAY 2021

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 Governance and Scrutiny, is "provide a constructive critical friend challenge to the Executive".

Pre-decision Scrutiny

Since the meeting of the Commission on 6th April 2021, the Cabinet has considered the following items on which the Commission undertook pre-decision scrutiny:

A. CHARNWOOD LOCAL DEVELOPMENT SCHEME

Details of the Commission's consideration of the items as reported to the Cabinet on the 8th April 2021 can be found in the minutes from the Commission's meeting on 6th February 2021.

The Chair of the Commission, Councillor Seaton, attended the Cabinet's meeting on the 8th April 2021 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:

CHARNWOOD LOCAL DEVELOPMENT SCHEME 2021

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

Officer to contact: Sally Watson
Democratic Services Officer
01509 634969
sally.watson@charnwood.gov.uk

SCRUTINY COMMISSION – 4TH MAY 2021

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 12th October 2020 the Commission resolved to review the temporary arrangements at its meeting on 8th March 2020.

As a result, the Commission's Work Programme would focus on the following in the interim period:

- Updates on the Council's recovery cells; 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 on 9th November 2020),
- 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 April 2021, the Commission made no changes to its work programme.

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

Officer to Contact:

Karen Widdowson
Democratic Services Manager
(01509) 634785
Karen.widdowson@charnwood.gov.uk

**SCRUTINY WORK PROGRAMME TO BE REVISED AT WORKSHOP SCHEDULED FOR 24 May 2021
(Agreed Scrutiny Commission 8th March 2021, minute reference 134 2020/21)**

Responsible Body	Meeting Date	Issue	Scope of Item / Terms of Reference	Reason for Scrutiny	Invitees / Officers	Progress / Notes / Action Requested
Scrutiny Commission	4 May 2021 (standard item)	Questions under Scrutiny Committee Procedure 11.16	In response to the CfGS 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	4 May 2021 (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). To be identified from
Scrutiny Commission	4 May 2021 (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

Scrutiny Commission Work Programme

Scrutiny Commission	4 May 2021 (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	4 May 2021	Audit Committee Update	CfGS 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	8 March 2021	Pre-decision Scrutiny – EXEMPT – Authority to Advertise and Award an Asset Management Contract			Justin Henry	.

Scrutiny Commission Work Programme

Scrutiny Commission	To be programmed	Pre-decision Scrutiny – Enterprise Zone Forward Funding – Loughborough University Science and Enterprise Park	To give specific approval to enter into a loan that will facilitate a grant of ~£6m to LUSEP for development of its EZ site.		Simon Jackson	Deferred from Cabinet 11 March 2021. Agreed Scrutiny Commission 11 January 2021, min ref 115 2020/21.
Scrutiny Commission	To be programmed	Pre-decision scrutiny – Charnwood Local Plan Pre-Submission Consultation and Submission	To recommend to Council: that the draft plan be approved for pre-submission consultation, that following the consultation the draft plan be submitted to the Secretary of State for examination, that officers be given various delegated powers to undertake the		Richard Bennett	Scrutiny Commission 11 January 2021, min ref 115 2020/21.
Scrutiny Commission	November 2020 (standing item)	Progress with Panel Work		To review progress with Scrutiny Panels.	K Widdowson	
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.

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 1st June 2021 (agreed Scrutiny Commission 8th March 2021, minute reference 134 2020/21).



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

**Published
7th April 2021**

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:

Karen Widdowson
Democratic Services Manager
Charnwood Borough Council,
Southfield Road, Loughborough, Leicestershire, LE11 2TX
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?
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	8th April 2021	Report	Yes	Richard Bennett Head of Planning and Regeneration Tel: 01509 634763 richard.bennett@charnwood.gov.uk
Insurance Arrangements for 2021/22	To consider a further year's extension to the Council's existing long-term agreement for insurance.	Cabinet	10th May 2021	Report	Yes	Adrian Ward Head of Strategic Support Tel: 01509 634573 adrian.ward@charnwood.gov.uk
Procurement of Supplies and Services for the Installation, Repair and Maintenance of Communal Doors and Entry Systems	To authorise Head of Landlord Services to commence a procurement exercise, identify a suitable framework, and subsequently award a contract for the supply, installation, repair and maintenance of communal doors and entry systems for a period of up to 4 years.	Cabinet	10th May 2021	Report	Yes	Peter Oliver Head of Landlord Services Tel: 01509 634952 peter.oliver@charnwood.gov.uk
Procurement of Contractor for Heating and Hot Water System Servicing	To authorise Head of Landlord Services to commence a procurement exercise, identify a suitable framework, and subsequently award a contract for heating and hot water system servicing for a period of up to 4 years.	Cabinet	10th May 2021	Report	Yes	Peter Oliver Head of Landlord Services Tel: 01509 634952 peter.oliver@charnwood.gov.uk
Declaration of Land as Surplus to Requirement and Authorisation to Advertise for Sale	To declare the Council owned land at Humphrey Close as surplus to requirement and delegate authority to Strategic Director; Commercial Development, Assets and Leisure to advertise and complete sale of said land at market value.	Cabinet	3rd June 2021	Report	No	Justin Henry Strategic Director; Commercial Development, Assets and Leisure Tel: justin.henry@charnwood.gov.uk

Decision Item	What is the nature of decision to be taken?	Who will take the decision?	When is the earliest a decision will be taken?	Documents to be considered?	Will the report be considered in public?	Who can give me more information?
Charnwood Local Plan Pre-submission Consultation and Submission	To recommend to Council: that the draft plan be approved for pre-submission consultation, that following the consultation the draft plan be submitted to the Secretary of State for examination, that officers be given various delegated powers to undertake the consultation, submission and examination.	Cabinet Council	10th June 2021 (additional) 21st June 2021	Report	Yes	Richard Bennett Head of Planning and Regeneration Tel: 01509 634763 richard.bennett@charnwood.gov.uk
Charnwood Grants	To consider applications received in Round 1 of the Charnwood Community Grants and Community Facilities Grants Schemes for 2021/22.	Cabinet	1st July 2021	Report	Yes	Julie Robinson Head of Neighbourhood Services Tel: 01509 634590 julie.robinson@charnwood.gov.uk
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 Financial 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 Financial 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	Justin Henry Strategic Director; Commercial Development, Assets and Leisure Tel: justin.henry@charnwood.gov.uk
Capital Plan Amendment Report	To consider and approve amendments to the Capital Plan.	Cabinet Council	16th September 2021 8th November 2021	Report	Yes	Lesley Tansey Head of Financial 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?
Amendments to Annual Procurement Plan	To consider possible amendments to the Annual Procurement Plan.	Cabinet	16th September 2021	Report	Yes	Justin Henry Strategic Director; Commercial Development, Assets and Lesiure Tel: justin.henry@charnwood.gov.uk
Medium Term Financial Strategy 2022-2025	To present a revised MTF5 to Cabinet and Council for approval.	Cabinet Council	18th November 2021 17th January 2022	Report	Yes	Lesley Tansey Head of Financial Services Tel: 01509 634828 lesley.tansey@charnwood.gov.uk
Charnwood Grants	To consider applications received in Round 2 of the Charnwood Community Grants and Community Facilities Grants Schemes for 2021/22.	Cabinet	18th November 2021	Report	Yes	Julie Robinson Head of Neighbourhood Services Tel: 01509 634590 julie.robinson@charnwood.gov.uk
Draft Capital Plan (2022-23 to 2024-25)	To seek approval to the draft Capital Plan for consultation.	Cabinet	9th December 2021	Report	Yes	Lesley Tansey Head of Financial Services Tel: 01509 634828 lesley.tansey@charnwood.gov.uk
Draft General Fund and HRA 2022-23 Budgets	To seek approval to the Draft Revenue Budget for 2022-23 as a basis for consultation.	Cabinet	9th December 2021	Report	Yes	Lesley Tansey Head of Financial Services Tel: 01509 634828 lesley.tansey@charnwood.gov.uk
Capital Plan Amendment Report	To consider and approve amendments to the Capital Plan.	Cabinet Council	9th December 2021 17th January 2022	Report	Yes	Lesley Tansey Head of Financial 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?
Amendments to Annual Procurement Plan	To consider possible amendments to the Annual Procurement Plan.	Cabinet	9th December 2021	Report	Yes	Justin Henry Strategic Director; Commercial Development, Assets and Leisure Tel: justin.henry@charnwood.gov.uk
Charnwood Grants - Strategic Partners (2022/23 – 2023/24)	To consider recommendations regarding the proposed levels of Strategic Partner Grant funding for the next two years.	Cabinet	13th January 2022	Report	Yes	Julie Robinson Head of Neighbourhood Services Tel: 01509 634590 julie.robinson@charnwood.gov.uk
Capital Plan Amendment Report	To consider and approve amendments to the Capital Plan.	Cabinet Council	10th February 2022 21st February 2022	Report	Yes	Lesley Tansey Head of Financial Services Tel: 01509 634828 lesley.tansey@charnwood.gov.uk
New Capital Plan (2022-23 to 2024-25)	To approve the Capital Plan.	Cabinet Council	10th February 2022 21st February 2022	Report	Yes	Lesley Tansey Head of Financial Services Tel: 01509 634828 lesley.tansey@charnwood.gov.uk
Capital Strategy, Treasury Management Strategy Statement, Minimum Revenue Provision Policy and Annual Investment Strategy 2022-23	To seek approval to a Capital Strategy, Treasury Management Strategy Statement, Annual Investment Strategy and Minimum Revenue Provision Policy for 2022-23 and the annual report on the Prudential Code, for recommendation to Council.	Cabinet Council	10th February 2022 21st February 2022	Report	Yes	Lesley Tansey Head of Financial 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?
2022-23 General Fund and HRA Revenue Budgets and Council Tax and Medium-Term Financial Strategy 2022-25	To seek approval to the Revenue Budget for 2022-23 and to propose the Council Tax for approval by Council, also the Medium-Term Financial Strategy 2022-25.	Cabinet Council	10th February 2022 21st February 2022	Report	Yes	Lesley Tansey Head of Financial Services Tel: 01509 634828 lesley.tansey@charnwood.gov.uk
Annual Procurement Plan 2022/23	To seek approval to the Annual Procurement Plan for 2022/23.	Cabinet	10th March 2022	Report	Yes	Justin Henry Strategic Director; Commercial Development, Assets and Leisure Tel: justin.henry@charnwood.gov.uk
Housing Capital Programme	To approve the annual investment programme for improvements to the Council's housing stock.	Cabinet	10th March 2022	Report	Yes	Peter Oliver Head of Landlord Services Tel: 01509 634952 peter.oliver@charnwood.gov.uk
Corporate Delivery Plan 2022/23	To set out the Council's principal activities in delivering the Corporate Strategy for the Council Year 2022/23.	Cabinet	10th March 2022	Report	Yes	Helen Gretton Organisational Development Manager Tel: 01509 634556 helen.gretton@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?
Declaration of Land as Surplus to Requirement and Authorisation to Advertise for Sale	To declare the Council-owned land at Humphrey Close as surplus to requirement and delegate authority to Strategic Director; Commercial Development, Assets and Leisure to advertise and complete sale of said land at market value.	Cabinet	3rd June 2021	Report	No	Justin Henry Strategic Director; Commercial Development, Assets and Leisure Tel: justin.henry@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