



SCRUTINY COMMISSION

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To: Councillors Seaton (Chair), Needham (Vice-Chair), B. Gray, Harper-Davies, Lennie, Rattray and N. Taylor (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 Committee Room 2, at the Council Offices, Southfields, Loughborough on Monday, 11th September 2023 at 6.00 pm for the following business.

Chief Executive

Southfields
Loughborough

1st September 2023

AGENDA

1. APOLOGIES
2. MINUTES OF THE PREVIOUS MEETING 5 - 13
To approve the minutes of the previous meeting.
3. DISCLOSURES OF PECUNIARY INTERESTS, AND OTHER REGISTRABLE AND NON-REGISTRABLE INTERESTS

For information, disclosable pecuniary interests and registrable interests relate to entries that are included, or should be included, on a councillor's register of interests. Non-registrable interests relate to any other matters.

4. DECLARATIONS OF THE PARTY WHIP

5. QUESTIONS UNDER SCRUTINY COMMITTEE PROCEDURES
11.16

No questions were submitted.

6. 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.

7. CABINET ITEMS FOR PRE-DECISION SCRUTINY

The following items have been identified for pre-decision scrutiny from the Cabinet agenda for 14th September 2023:

- (a) Capital Plan Amendment Report 14 - 24

A Cabinet report of the Head of Finance to consider and approve changes to the 2023-2026 Capital Plan and its financing.

- (b) EXEMPT - Revenues and Benefits - Future Service Delivery

An exempt Cabinet report of the Director of Customer Experience, circulated to members.

THIS IS AN EXEMPT REPORT AND WILL BE CONSIDERED UNDER ITEM 13.

8. PRE-DECISION SCRUTINY - CABINET RESPONSE 25 - 26

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

9. SCRUTINY PANELS 27 - 29

A report of the Head of the Governance and Human Resources to consider updates on the work of scrutiny panels.

10. SCRUTINY WORK PROGRAMME 30 - 34

A report of the Head of Governance and Human Resources enabling the Commission to review and agree the scrutiny work programme.

11. SCRUTINY COMMISSION WORK PROGRAMME 35 - 48

A report of the Head of Governance and Human Resources 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.

12. 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.

13. EXEMPT - REVENUES AND BENEFITS - FUTURE SERVICE DELIVERY 49 - 69

An exempt Cabinet report of the Director of Customer Experience, circulated to members.

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

9th October 2023
13th November 2023
11th December 2023

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 7TH AUGUST 2023

PRESENT: The Chair (Councillor Seaton)
The Vice Chair (Councillor Needham)
Councillors B. Gray, Harper-Davies, Lennie,
Rattray and N. Taylor

Councillors Hamilton (Deputy Leader of the
Council, Public and Private Sector Housing) and
Charles (observing)

Director Housing and Wellbeing
Democratic Services Manager
Democratic Services Officer (NC)
Democratic Services Officer (SW)

APOLOGIES:

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.

14. MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting were approved.

15. DISCLOSURES OF PECUNIARY INTERESTS, AND OTHER REGISTRABLE AND NON-REGISTRABLE INTERESTS

No disclosures were made.

16. DECLARATIONS OF THE PARTY WHIP

No declarations were made.

17. QUESTIONS UNDER SCRUTINY COMMITTEE PROCEDURES 11.16

No questions were submitted.

18. SELECTIVE LICENSING SCHEME UPDATE

Following consultation with the Chair and the Vice-Chair of the Scrutiny Commission, it was agreed that the Selective Licensing Scheme Update be deferred to the meeting of the Scrutiny Commission scheduled on 9th October 2023.

19. DRAFT ANNUAL SCRUTINY REPORT 2022-23

A report of the Head of Governance and Human Resources to consider the draft Annual Scrutiny Report 2022/23 with a view to it being recommended to Council for approval, was submitted (item 7 on the agenda filed with these minutes).

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

Members felt that the Draft Annual Scrutiny Report 2022-23 looked very professional.

RESOLVED

1. 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.
2. That it be recommended to Council that the Annual Scrutiny Report 2022/23, including any amendments made following the meeting as per recommendation 1, above, be approved.

Reasons

1. To ensure that additional and updated information is incorporated into the final Annual Report before its submission to Council.
2. To report annually, as required by the Council's Constitution, on the operation and workings of Scrutiny.

20. UPDATE ON VOID PROPERTIES

A report of the Director of Housing and Wellbeing to provide an update on the position in respect of voids (empty properties) at Council accommodation, the recent actions taken, in progress, and planned to reduce both the number of voids and the length of time properties stand empty, was submitted (a supplement report filed with these minutes).

The Director of Housing and Wellbeing and the Democratic Services Officer (NC) assisted with the consideration of this item.

- i. The Council had an internal voids repairs team that worked on standard voids. The team did not have the resources to complete the backlog of voids work.

Post meeting note: It was confirmed by the Director of Housing and Wellbeing that the Council had recruited three additional Joiners and one additional Plasterer to assist with voids work.

- ii. It was highlighted that there were numerous teams involved in the management process of properties (different teams were involved to identify the work, undertake the work, receive housing applications, and allocate properties) and the council had recently participated in a workshop to map out and simplify the

- process, with the aim of making it quicker. The Scrutiny Commission asked to be informed about the outcome of the workshop and how well the new procedures were working when they had been adopted.
- iii. There had been a review of the Housing Needs Service which had resulted in an increase in Allocations Officers, from 0.6 (full time equivalent) to 4 (full time equivalent) in order to increase the number of properties being let.
 - iv. The Council intended to consult with tenants on potentially declassifying some age restricted properties. Almost 20% of the Council's housing stock was restricted to applicants aged 45. Members were concerned that declassifying properties may result in lifestyle clashes with residents. The Council would look into some mitigation measures to try to prevent issues, such as increasing Anti-Social Behaviour resources and a phased implementation of declassification. Some of the Council's housing stock was age restricted to over-60s and it was highlighted that it would be beneficial if these residents were given the option to move into a different property, should they be affected by the declassification of surrounding properties.
 - v. Members requested an updated version of the table in the Appendix to the report submitted to the Scrutiny Commission on 12th December 2022, including information on the properties that had now been let, and the properties that had not been let. It was agreed that this information should also be circulated to members of the Finance and Performance Scrutiny Committee.
 - vi. The Council had difficulty in recruiting into roles associated with voids repairs because similar roles in the private sector offered more attractive salaries. It was highlighted that it would be possible to recruit Apprentices into the Council to support the work of the Voids Repairs team.
 - vii. Members felt that it would be beneficial to receive a regular update on the progress made in terms of the completion of work on voids and letting the properties. The Director of Housing and Wellbeing stated that this would be possible. It was highlighted that members of the Finance and Performance Scrutiny Committee would also benefit from receiving this information.
 - viii. It was thought that the sale of Council properties on the open market would enable the Council to retain the full amount of the sale price. The funds allocated through this process would be required to be spent on further rental properties.
 - ix. A further update report in six months was requested by the Scrutiny Commission.

Councillor Mark Charles attended the meeting as an observer, and with the Chair's permission, asked whether it would be possible to use money from the Capital Budget to employ additional staff to complete the required work on voids. The Director of Housing and Wellbeing stated that this had already been done, but emphasized that it was difficult to recruit into trade positions as salaries were competitive in the private sector.

RESOLVED

1. That the Scrutiny Commission considered the update and identified any further actions to be taken.
2. That the Director of Housing and Wellbeing provide information about the outcome of the void properties workshop, including the changes made and how well the new procedures were working.
3. That the Director of Housing and Wellbeing provide an updated version of the table in the Appendix to the report submitted to the Scrutiny Commission on 12th December 2022, including information on the properties that had now been let, and the properties that had not been let, following the meeting. This information should also be shared with the Finance and Performance Scrutiny Committee.
4. That the Director of Housing and Wellbeing provide a regular update to Councillors on the Scrutiny Commission and the Finance and Performance Scrutiny Committee, on the progress made in terms of the completion of work on voids and letting the properties.
5. That a further update on voids properties be submitted to the Scrutiny Commission in six months (February 2024).

Reasons

- 1. To provide effective scrutiny of actions taken, in progress, and planned to improve void performance.
 2. To enable the Scrutiny Commission to understand how well the new procedures were working.
 3. To enable the Scrutiny Commission and the Finance and Performance Scrutiny Committee to review changes since December 2022.
 4. To ensure that Councillors are kept updated with the progress of the completion of voids works and subsequently, the letting of the properties.
 5. To ensure the Scrutiny Commission were able to properly monitor the voids properties work.

21. 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.

22. CABINET ITEMS FOR PRE-DECISION SCRUTINY

23. PROCUREMENT OF A VOIDS REPAIRS CONTRACTOR

A Cabinet report of the Director of Housing and Wellbeing to seek approval to procure a contractor to undertake void repairs and associated works, and to request that Cabinet recommend to Council an increase in the Housing Revenue Account (HRA) annual budget of £858.1k to fund both the estimated cost of the works delivered through the contract, and the officer resource needed to support the effective management of the contract and void repairs generally, was submitted (item 10a on the agenda filed with these minutes).

The Deputy Leader of the Council and Lead Member for Public and Private Sector Housing and the Director of Housing assisted with the consideration of this item. The following summarises the discussion:

- i. The Council intended to undertake the procurement via framework, which would likely result in a faster procurement process. The Council would be able to select a contractor from the framework to undertake a mini-competition, knowing that checks on integrity, quality and ability to do the work had been done. Additional checks would be undertaken to provide further information on the financial stability of a contractor.
- ii. It was recommended to Cabinet that the HRA revenue budgets were increased by £858.1k on an ongoing basis. This included the value of the contract (£700k maximum) and staffing costs (£158.1k). The finances were requested on an ongoing basis, but for a finite amount of time, until the voids backlog had been addressed.
- iii. Following the selection of a contractor, it was expected that there would be a measurable increase in completed voids work by quarter 4.
- iv. Once a suitable contractor had been identified, the work undertaken would be monitored by new KPIs and a regular update report on the number of jobs complete. At this stage, it would be possible to estimate how long it would take for the Council to clear the backlog. The Director of Housing and Wellbeing agreed to share this information with Scrutiny Commission when it was available.

RESOLVED

1. That the Cabinet be informed that the Commission supports the recommendations as set out in the report of the Director of Housing and Wellbeing.
2. That the Director of Housing and Wellbeing provide information on the estimated time taken to clear the backlog.

Reasons

1. The Commission, having carefully considered the report, felt the Cabinet should approve the recommendation set out.
2. To enable the Scrutiny Commission to understand how long it would take to clear the backlog.

24. SCRUTINY COMMISSION PRE-DECISION SCRUTINY - CABINET RESPONSE

There were no items for pre-decision scrutiny at the previous meeting of the Scrutiny Commission.

25. SCRUTINY PANELS

A report of the Head of Governance and Human Resources to consider updates on the work of scrutiny panels, was submitted (item 12 on the agenda filed with these minutes).

The Democratic Services Manager assisted with the consideration of this item. The following summarises the discussion:

- i. A Scrutiny Panels workshop had been scheduled for 31st August 2023 to allow members to develop further understanding of the scrutiny panels processes, understand the topical issues at Charnwood Borough Council and to review some examples of good scrutiny panels. It was anticipated that following the workshop, there would be five or six topics for scrutiny panels identified. The Scrutiny Commission would then decide whether to approve the topics identified, at which point scoping documents would be completed by the panel Chairs.
- ii. Councillor Mark Charles was identified as the Budget Scrutiny Panel Chair for 2023-24. Following the meeting, expressions of interest in panel participation would be sought and it was highlighted that previous members of the Budget Scrutiny Panel would be favoured for participation in order to retain knowledge.

RESOLVED

1. That the Scrutiny Commission note the progression of scrutiny panels.
2. That a Budget Scrutiny Panel for 2023-24 be commissioned, with Councillor Mark Charles as Chair.

Reasons

1&2. To ensure timely and effective scrutiny of the matter and subject.

26. SCRUTINY WORK PROGRAMME

A report of the Head of Governance and Human Resources to enable the Commission to review and agree the Scrutiny Work Programme. This includes reviewing the changes made by the Finance and Performance Scrutiny Committee and adding items to their work programme was submitted (item 13 on the agenda filed with these minutes).

The Democratic Services Manager and the Democratic Services Officer (NC) assisted with the consideration of this item. The following summarises the discussion;

- i. It was noted that the role and responsibilities of the Finance and Performance Scrutiny Committee was outlined in the Council's Constitution. The Committee monitored the performance of the Council through a full Key Performance Indicator (KPI) report on a quarterly basis, which covered all services areas across the Council. The information received by the Committee also included some bench marking data, for data over which the Council had no control. In addition, monitoring of the Capital Plan and the HRA Revenue Budget was also within the Committee's remit.
- ii. The Finance and Performance Scrutiny Committee was able to flag items for the attention of the Scrutiny Commission where there were performance issues identified (for example, the performance associated with void properties). The Scrutiny Commission were then able to scrutinise this matter in more depth.
- iii. Briefing session on the management of KPIs was being organised for the Finance and Performance Scrutiny Committee and it was suggested that the scope for this session be broadened to include members of the Scrutiny Commission.

RESOLVED

1. That the Scrutiny Commission reviewed the Finance and Performance Scrutiny Work Programme and make any amendments the Commission feel necessary.
2. That the briefing session on the management of KPIs, to be scheduled for the members of the Finance and Performance Scrutiny Committee be made available for members of the Scrutiny Commission to attend.

Reasons

1. To ensure timely and effective scrutiny of the matter/subject.
2. To ensure members of the Scrutiny Commission develop more knowledge on the management of KPIs.

27. SCRUTINY COMMISSION WORK PROGRAMME

A report of the Head of Governance and Human Resources was considered, to enable the Commission to consider its work programme and forthcoming Key Decisions and decisions to be taken in private by the Cabinet in order to schedule items for pre-decision scrutiny, was submitted (item 14 on the agenda filed with these minutes).

The Democratic Services Manager assisted with the consideration of this item. The following summarises the discussion:

- i. It was suggested that the 'Questions on Notice' item on the Scrutiny Commission Work Programme be removed as this was a standard item. The Questions on Notice function of the Scrutiny Commission was underused and members were unclear about the details of process. It was agreed that information on the Questions on Notice to the Scrutiny Commission be covered at the Scrutiny Panels workshop, scheduled for 31st August 2023, with a view to promote the use of the function.
- ii. The following items were identified for pre-decision scrutiny from the Key Decisions Notice;
 - Revenues and Benefits Service – Future Options (September 2023).
 - Housing Capital Programme (March 2024)
 - Local Development Scheme (March 2024)
 - Corporate Delivery Plan 2024/25 (March 2024)
- iii. The Selective Licensing Scheme Update report, which was scheduled to be considered at this meeting had been deferred to the meeting of the Scrutiny Commission on 9th October 2023.

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 following items be added to the Scrutiny Commission's work programme:
 - Revenues and Benefits Service – Future Options (September 2023).
 - Housing Capital Programme (March 2024)
 - Local Development Scheme (March 2024)
 - Corporate Delivery Plan 2024/25 (March 2024)
4. That information on the process of Questions on Notice to the Scrutiny Commission be covered in the Scrutiny Panels workshop, scheduled for 31st August 2023.
5. That the Selective Licensing Scheme Update report be scheduled for the meeting of the Scrutiny Commission on 9th October 2023.

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&5. To ensure effective and timely scrutiny.
4. To ensure Councillors are aware of the Questions on Notice function for the Scrutiny Commission.

NOTES:

1. No reference may be made to these minutes at the Council meeting on 4th September 2023 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.

CABINET - THURSDAY, 14 SEPTEMBER 2023

Report of the Head of Finance Lead Member: Executive Member for Finance, Cllr Ashcroft

Part A

CAPITAL PLAN AMENDMENT REPORT

Purpose of Report

This report requests Cabinet to consider and approve changes to the 2023-2026 Capital Plan and its financing.

Recommendations

That the current Capital Plan for 2023/24-2025/26, as amended by the changes shown in Appendix 1, in the budgeted sum of £52,240,200 be approved.

1. To add a new scheme - Town Hall – Main Auditorium Air Handling Equipment of £90k in 2023/24 – to enable the replacement of the chiller and improve the operational efficiency of the system, funded from a virement of £20k from Planned Building Improvements and the remainder from capital receipts.
2. To increase the budget for the Replacement Hardware Programme by £45k in 2023/24 – to enable the purchase of laptops and headsets for new councillors, and replace existing equipment for returning councillors.
3. To increase the budget for Shepshed Public Open Space Enhancement by £8.4k – for additional improvement works at Morley Quarry funded from grant received from Natural England.
4. To add a new scheme – Sileby Memorial Park totaling £473.1k (£83.1k in 2023/24 and £390k in 2024/25), for the regeneration and improvement of green spaces in Sileby – fully funded by S106 contributions.
5. To add a new scheme – Halstead Road Sport and Recreation Scheme, Mountsorrel of £523.1k in 2024/25, for the provision of various hub facilities – fully funded by S106 contributions.
6. To increase Infrastructure IT Development budget by £20k in 2023/24, due to delays in the IT supply chain, to be funded from capital receipts.
7. To increase IT Cloud Implementation budget by £20k in 2023/24, due to delays supply chain, to be funded from capital receipts.
8. A virement of £60.2k in 2023/24 from Sheltered Housing Improvements budget to Delivery of Stock Condition Survey and Associated Costs budget to enable the final payment to be made.

9. To note additional decisions taken by Officers, in relation to new S106 schemes added to the Capital Programme, also included in Appendix 1.
10. To note amendments to the Capital Programme since 9th February 2023 minute 58.

Reasons

1. To enable the current Capital Plan to be the basis for capital spending by the Council and so that schemes may proceed.
2. To enable the Town Hall – Main Auditorium Air Handling Equipment budget to be available in 2023/24.
3. To confirm that the Replacement Hardware Programme be increased by £45k in 2023/24 funded by capital receipts.
4. To confirm that the Shepshed Public Open Space Enhancement scheme be increased funded by external grant.
5. To enable the Sileby Memorial Park budget to be available in 2023/24 and 2024/25, which is funded by S106 contributions.
6. To enable the Halstead Road Sport and Recreation Scheme, Mountsorrel budget to be available in 2024/25, funded by S106 contributions.
7. To confirm that the Infrastructure Development scheme be increased, funded from capital receipts.
8. To confirm that the Cloud Implementation scheme be increased, funded from capital receipts.
9. To enable the Delivery of Stock Condition Survey and Associated Costs budget to be available in 2023/24.
10. To note amendments to the Capital Programme since Cabinet 9th February 2023 minute 58.

Policy Justification and Previous Decisions

The Capital Plan is an integral element of all policies. The three-year Capital Plan was approved by Council on 10th February 2021. The Capital Outturn report, including slippage, was approved by Cabinet on the 13th July 2023 minute 58.

Implementation Timetable including Future Decisions

This report will be available for scrutiny by the Scrutiny Commission on 11th September 2023.

Report Implications

Financial Implications

The financial implications are covered in the body of this report.

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.

<i>Risk Identified</i>	<i>Likelihood</i>	<i>Impact</i>	<i>Overall Risk</i>	<i>Risk Management Actions Planned</i>
Insufficient funding	Remote (1)	Major (4)	Low (4)	The funding of the Capital Plan is regularly monitored and serious funding shortfalls would be brought to the attention of Cabinet with suggested solutions
Expenditure associated with commercial property, Town Deal projects, regeneration or forward funding of the Enterprise Zone	Unlikely (2)	Serious (3)	Moderate (6)	All such expenditure will require fulfillment of additional governance processes prior to approval
General risks associated with capital expenditure	Unlikely (2)	Serious (3)	Moderate (6)	The Capital Plan is controlled through regular monitoring via the Senior Leadership Team with periodic reports presented to Cabinet.

Equality and Diversity

None

Climate Change and Carbon Impact

None

Crime and Disorder

None

Wards Affected

Yes

Publicity Arrangements

not applicable.

Links to the Corporate Strategy

Caring for the Environment	Yes
Healthy Communities	Yes
A Thriving Economy	Yes
Your Council	Yes

Key Decision: Yes

Background Papers: None

Office to contact: Lesley Tansey, Head of Finance
Tel: 01509 634828
lesley.tansey@charnwood.gov.uk

Part B

Background – Capital Plan

1. The Capital plan amendment report provides a breakdown of the new/amended schemes for 2023/24 budgets, and detailed budgets are set out in Appendix 1 for 2023/24 to 2025/26.
2. The net effects of these changes on the 2023/24 Capital Plan are as follows:

2023/24 Capital Plan	£
Approved 2023/24 Capital Plan	27,646,700
Net new/amended schemes	12,516,400
Amended 2023/24 Capital Plan	40,163,100

Funded by:	£
General Fund:	
External Borrowing	15,000,000
Grants, S106 Contributions and Revenue	5,134,300
Contributions from Capital Plan Reserve	167,400
Contributions from Capital Receipts	4,492,400
Total General Fund	24,794,100
HRA:	
S106 Contributions	1,200
MRA or equivalent	13,822,800
Contributions from Capital Receipts	1,545,000
Total HRA	15,369,000
Total Funding for 2023/24	40,163,100

A full list of the decisions and amendments are listed in Appendix 1. A detailed explanation for the major changes is given in the table below.

2.

New/Amended Schemes	£
Town Hall – Main Hall Auditorium Air Handling Equipment	£90,000
To add a new scheme for the replacement of the chiller unit and to carry out additional works to the fabric of the main system infrastructure, funded from capital receipts of £70k and a virement of £20k from Planned Building Improvements budget.	
Replacement Hardware Programme	£45,000

2.

To increase the scheme to £90k in 2023/24, for the purchase of laptops and headsets for the new councillors , and replace existing equipment for returning councillors.	
Shepshed Public Open Space Enhancement	£8,400
To increase the scheme to £45.6k, for additional improvement works at Morley Quarry funded from grant received from Natural England.	
Sileby Memorial Park	£473,100
To add a new scheme for the regeneration and improvement of green spaces in the heart of Sileby – fully funded by S106 contributions.	
Halstead Road Sport & Recreation Scheme, Mountsorrel	£523,100
To add a new scheme for the provision of various hub facilities including cricket pitch and pavilion, football facilities, allotments, and associated infrastructure, fully funded by S106 contributions.	
Barrow Parish Council - Youth/Adult Recreation - new facilities at Willow Road Park, Barrow Upon Soar	£41,500
For the provision of new facilities at Willow Road Park, fully funded by S106 contributions.	
Anstey Parish Council - Jubilee Hall, Staddon Rd, Anstey - extension & redevelopment	£90,900
To provide match funding for the extension and redevelopment of Jubilee Hall, fully funded by S106 contributions.	
Hathern Community Woodland Project - planting and enhancement	£44,200
Towards woodland (including scrub) planting and woodland enhancement, fully funded by S106	
Sileby Parish Council - improvement and provision of additional youth/adult facilities at Sileby Memorial Park	£103,900
To provide funding for the improvement and provision of additional youth/adult recreational facilities.	
Shepshed Public Open Space Enhancement	£15,800
To pay for fencing works at Morley Quarry, Shepshed, fully funded by S106.	
Bell Foundry Pocket Park - Phase 1 & 2	£7,100
To pay for youth/adult recreation provision at Russell Street, Loughborough, fully funded by S106.	
Infrastructure Development	£20,000
To increase the scheme to £50k, due to supply chain and technical issues extending the project, to be funded from capital receipts.	
Cloud Implementation	£20,000
To increase the scheme to £60k, due to supply chain and technical issues extending the project, to be funded from capital receipts.	
Delivery of Stock Condition Survey and Associated Costs	£60,200
A virement from Sheltered Housing Improvements to Delivery of Stock Condition Survey and Associated Costs to enable the final payment.	

3. The Capital Plan is fully funded as per the table in paragraph 2 of this report.

Appendices

Appendix 1 – Details of Capital Plan Amendments

Appendix 2 – Capital Plan 2023/24-2025/26

CAPITAL PLAN AMENDMENT REPORT 2023/24		Appendix 1		
	2023/24	2024/25	2025/26	
	£	£	£	
Capital Plan Amendment Report - 9th February 2023- Minute 58	27,646,700	8,225,100	0	
<u>Delegated Decision (DD036 2023) - 9th February 2023</u>				
Barrow Parish Council - Youth/Adult Recreation - new facilities at Willow Road Park, Barrow Upon Soar - funded from S106 monies	41,500			
<u>Cabinet 9th February 2023 - minute 59</u>				
Town Deal - Living Loughborough	1,022,800	1,080,200		
Town Deal - Lanes and Links	495,400	73,600		
<u>Cabinet 9th March 2023 - minute 68</u>				
Housing Capital Programme 2023-24				
Asbestos Removal	50,000			
Communal Area Improvements	74,800			
Smoke/CO & Heat Detection	(99,800)			
Garages	(320,000)			
Kitchens	828,600			
Bathrooms	786,100			
Electrical Upgrades	(355,300)			
Window Replacement	381,200			
Heating	39,000			
Sheltered Housing Improvements	(69,600)			
Roofing Works & Insulation	400,000			
Major Structural Works	150,000			
Door Entry Systems	173,000			
<u>Email S Jackson/K Stanley 15th March 2023</u>				
Town Hall - Main Auditorium Air Handling Equipment	70,000			
<u>Email T Karantzalis - 28th March 2023</u>				
Shepshed Public Open Space Enhancement - funded from Natural England Grant	8,400			
<u>Cabinet 13th April 2023 - minute 78</u>				
Refuse Collection Vehicles - purchase of 2 vehicles	440,000			
<u>Delegated Decision (DD092 2023) - 15th May 2023</u>				
Anstey Parish Council - Jubilee Hall, Staddon Rd, Anstey - extension & redevelopment - funded by S106	90,900			
<u>Delegated Decision (DD103 2023) - 22nd May 2023</u>				
Hathern Community Woodland Project - planting and enhancement - funded by S106	44,200			
<u>Email A Khan - 14th June 2023</u>				
Replacement Hardware Programme - Block Sum	45,000			
<u>Email P Oliver - 8th August 2023</u>				
Delivery of Stock Condition Survey and Associated Costs - virement	60,200			
Sheltered Housing Improvements - virement	(60,200)			
<u>Senior Leadership Team - 28th June 2023</u>				
Town Hall - Main Auditorium Air Handling Equipment	20,000			
Planned Building Improvements	(20,000)			
<u>Delegated Decision (DD129 2023) - 10th July 2023</u>				
Sileby Parish Council - improvement and provision of additional youth/adult facilities at Sileby Memorial Park - funded by S106	103,900			
<u>Delegated Decision (DD138 2023) - 27th July 2023</u>				
Shepshed Public Open Space Enhancement	15,800			
<u>Delegated Decision (DD139 2023) - 27th July 2023</u>				
Bell Foundry Pocket Park - Phase 1 & 2	7,100			
<u>Email A Khan - 27th July 2023</u>				
Infrastructure Development	20,000			
Cloud Implementation	20,000			
<u>Capital Plan Amendment Report - 14th September 2023</u>				
Sileby Memorial Park - funded by S106	83,100	390,000		
Halstead Road Sport & Recreation Scheme, Mountsorrel - funded by S106		523,100		
<u>Cabinet 13th July 2023 - Minute 15</u>				
Capital Outturn - slippage	9,755,400			
Private Sector Housing Grants - Block Sum - re-profile budget	(87,000)	87,000		
Disabled Facilities Grants - Block Sum - re-profile budget	(1,698,100)	1,291,300	406,800	
Update Report - Total	40,163,100	11,670,300	406,800	
Total of 3 Year Capital Plan (2022/23 to 2024/25)			52,240,200	

CAPITAL PLAN 2023/24

Appendix 2

Scheme Details	2023/24			2024/25	2025/26
	Current Budget £	Actual Spend 31/7/23 £	Balance £	Current Budget £	Current Budget £
SUMMARY OF CAPITAL PLAN					
Live Schemes					
Commercial & Economic Development	1,706,400	92,297	1,614,103	1,149,200	0
Finance, Governance & Contracts	2,068,400	65,552	2,002,848	73,600	0
Customer Experience	1,990,200	301,432	1,688,768	75,000	0
Housing & Wellbeing - General Fund	63,000	500	62,500	63,000	0
Housing & Wellbeing - HRA	15,369,000	1,037,866	14,331,134	6,645,100	0
Sub-total Live Schemes	21,197,000	1,497,647	19,699,353	8,005,900	0
Provisional Schemes					
Commercial & Economic Development	6,564,100	69,660	6,494,440	120,000	0
Finance, Governance & Contracts	10,000,000	0	10,000,000	0	0
Customer Experience	279,500	0	279,500	195,000	0
Housing & Wellbeing - General Fund	87,000	0	87,000	87,000	0
Sub-total Provisional Schemes	16,930,600	69,660	16,860,940	402,000	0
Third Party Schemes					
Finance, Governance & Contracts	817,100	0	817,100	913,100	0
Customer Experience	0	0	0	0	0
Housing & Wellbeing - General Fund	1,218,400	288,339	930,061	2,349,300	406,800
Sub-total Third Party Schemes	2,035,500	288,339	1,747,161	3,262,400	406,800
GF Total	24,794,100	817,780	23,976,320	5,025,200	406,800
HRA Total	15,369,000	1,037,866	14,331,134	6,645,100	0
Grand Total	40,163,100	1,855,646	38,307,454	11,670,300	406,800
Commercial & Economic Development					
Live Schemes					
JH Z832 Feasibility Work - New Council Offices	138,400	0	138,400	0	0
CG Z861 Town Deal - Living Loughborough	1,568,000	92,297	1,475,703	1,149,200	0
Sub-total Live Schemes	1,706,400	92,297	1,614,103	1,149,200	0
Provisional Schemes					
JH Z817 Regeneration Projects	5,000,000	0	5,000,000	0	0
IB Z310 Planned Building Improvements - Block Sum	655,000	11,598	643,402	120,000	0
JH Z796 Carbon Neutral Action Fund - Block Sum	909,100	58,062	851,038	0	0
Sub-total Provisional Schemes	6,564,100	69,660	6,494,440	120,000	0
Commercial & Economic Development - Total	8,270,500	161,957	8,108,543	1,269,200	0
Finance, Governance & Contracts					
Live Schemes					
MB Z484 Closed Churchyard Wall	8,100	0	8,100	0	0
MB Z757 Town Hall Roof Upgrade	17,200	0	17,200	0	0
MB Z784 Loughborough Cemetery - New Burial Provision	28,000	0	28,000	0	0
MB Z791 Shelthorpe Golf Course - Fencing	77,100	0	77,100	0	0
MB Z798 Town Hall - Victorial Room - Air Handling	23,500	0	23,500	0	0
MB Z799 Town Hall - additional seating	155,000	0	155,000	0	0
MB Z802 Allotment Improvements	10,000	2,834	7,166	0	0
MB Z805 Queens Park Aviary Improvements	20,000	0	20,000	0	0
MB Z806 Playing Pitch Strategy Action Plan	36,300	0	36,300	0	0
LT Z810 Unit4 Agresso Upgrade	32,800	0	32,800	0	0
AW Z870 Audio Visual Equipment - Loughborough Town Hall	75,000	0	75,000	0	0
MB Z824 Shepshed Public Open Space Enhancement Queens Park - Improvements to Childrens Play Provision & Adult	61,400	0	61,400	0	0
MB Z828 Recreation Provision	203,200	0	203,200	0	0
MB Z831 Loughborough Playground Improvement Plan	100,000	0	100,000	0	0
MB Z854 Lodge Farm Public Open Space Enhancements	31,200	0	31,200	0	0
MB Z855 Cemetery Ashes Plots	40,000	0	40,000	0	0
MB Z856 Cemetery Gates	15,000	0	15,000	0	0
MB Z859 Syston Riverside Walk	45,200	4,990	40,210	0	0
MB Z862 Leisure Centre barrier and entry control	50,000	0	50,000	0	0
MB Z873 Town Deal - Lanes and Links	509,400	57,728	451,672	73,600	0
MB Z875 Town Hall - Main Auditorium Air Handling Equipment	90,000	0	90,000	0	0
MB Z878 Refuse Collection Vehicles	440,000	0	440,000	0	0
Sub-total Live Schemes	2,068,400	65,552	2,002,848	73,600	0
Provisional Schemes					
SJ Z818 Enterprise Zone	10,000,000	0	10,000,000	0	0
Sub-total Provisional Schemes	10,000,000	0	10,000,000	0	0
Third Party Schemes					
MB Z500 Birstall Cedars Academy all weather pitch	50,000	0	50,000	0	0
JT Z697 Bell Foundry Pocket Park - Phase 1 & 2	32,200	0	32,200	0	0
MB Z699 Shelthorpe Public Open Space Enhancements	111,700	0	111,700	0	0
MB Z778 Syston Community Garden	21,600	0	21,600	0	0
MB Z825 Loughborough Police Station Centre - Front Enquiry Desk	98,800	0	98,800	0	0

MB	Z830	Holt Drive PA Enhancements	11,000	0	11,000	0	0
		Sileby Parish Council - improvement and provision of additional					
MB	Z850	youth/adult facilities at Sileby Memorial Park	174,600	0	174,600	0	0
MB	Z860	Radmoor Road Public Open Space Enhancements	53,600	0	53,600	0	0
MB	Z864	Hathern Village Hall - additional community space	3,900	0	3,900	0	0
		Barrow Parish Council - Youth/Adult Recreation - new facilities at					
MB	Z874	Willow Road Park, Barrow Upon Soar	41,500	0	41,500	0	0
		Anstey Parish Council - Jubilee Hall, Staddon Rd, Anstey -					
MB	Z876	extension & redevelopment	90,900	0	90,900	0	0
		Hathern Community Woodland Project - planting and					
RB	Z877	enhancement	44,200	0	44,200	0	0
MB		Sileby Memorial Park	83,100	0	83,100	390,000	0
MB		Halstead Road Sport & Recreation Scheme, Mountsorrel	0	0	0	523,100	0
Sub-total Third Party Schemes			817,100	0	817,100	913,100	0
Finance, Governance & Contracts - Total			12,885,500	65,552	12,819,948	986,700	0
Customer Experience							
Live Schemes							
AK	Z085	Hardware Replacement Programme	90,000	34,821	55,179	45,000	0
AK	Z354	Infrastructure Development	50,000	(549)	50,549	30,000	0
RB	Z787	Bedford Square Gateway	462,800	157,231	305,569	0	0
AK	Z812	Server Redesign	70,000	0	70,000	0	0
AK	Z813	Cloud Implementation	60,000	0	60,000	0	0
AK	Z816	Northgate - Single Use System	15,200	0	15,200	0	0
RB	Z835	Shepshed Public Realm	1,092,200	109,929	982,271	0	0
		DNO Connections and Electric Vehicle Charge Points for car					
GH	Z863	parks	150,000	0	150,000	0	0
Sub-total Live Schemes			1,990,200	301,432	1,688,768	75,000	0
Provisional Schemes							
GH	Z388	CCTV	181,600	0	181,600	45,000	0
GH	Z744	Beehive Lane Car Park Improvements and refurbishment scheme	65,100	0	65,100	0	0
GH	Z786	Car Parks Resurfacing and Improvements	32,800	0	32,800	150,000	0
Sub-total Provisional Schemes			279,500	0	279,500	195,000	0
Customer Experience - Total			2,269,700	301,432	1,968,268	270,000	0
Housing & Wellbeing - General Fund							
Live Schemes							
VG	Z348	Charnwood Community Facilities Grants	50,000	0	50,000	50,000	0
VG	Z427	Members Grants - Members Choice	13,000	500	12,500	13,000	0
Sub-total Live Schemes			63,000	500	62,500	63,000	0
Provisional Schemes							
KM	Z346	Private Sector Housing Grants - Block Sum	87,000	0	87,000	87,000	0
Sub-total Provisional Schemes			87,000	0	87,000	87,000	0
Third Party Schemes							
KM	Z210	Disabled Facilities Grants - Block Sum	1,211,400	288,339	923,061	2,349,300	406,800
KM	Z363	Fuel Poverty Scheme	7,000	0	7,000	0	0
Sub-total Third Party Schemes			1,218,400	288,339	930,061	2,349,300	406,800
Housing & Wellbeing - General Fund - Total			1,368,400	288,839	1,079,561	2,499,300	406,800
Housing & Wellbeing - HRA							
Live Schemes							
NG	Z761	Major Adaptations	611,200	56,384	554,816	450,000	0
DB	Z301	Minor Adaptations	50,000	(56)	50,056	50,000	0
AM	Z302	Stairlifts	60,000	26,593	33,407	60,000	0
DB	Z762	Major Void Works	656,000	(30,488)	686,488	280,000	0
Compliance							
AM	Z434	Asbestos Removal	200,000	92,345	107,655	60,000	0
NG	Z771	Communal Area Improvements	350,000	1,465	348,535	75,200	0
AM	Z742	Communal Area Electrical Upgrades	68,000	0	68,000	68,000	0
AM	Z772	Carbon Monoxide Alarms	50,000	1,761	48,239	149,800	0
NG	Z773	Fire Safety Works	100,000	0	100,000	100,000	0
Stock Maximisation							
NG	Z375	Garages	50,000	0	50,000	0	0
Decent Homes							
NG	Z763	Kitchens	1,396,000	143,363	1,252,637	112,500	0
NG	Z764	Bathrooms	1,743,800	59,989	1,683,811	675,000	0
AM	Z765	Electrical Upgrades	150,000	2,873	147,127	505,300	0
NG	Z766	Window Replacement	426,000	1,910	424,090	223,800	0
AM	Z767	Central Heating & Boiler Installation	543,000	7,885	535,115	831,600	0
DB	Z743	Sheltered Housing Improvements	239,800	16,420	223,380	0	0
		Redevelopment Sheltered Accommodation - St Michael's Court,					
PO	Z871	Thurmaston	2,000,000	79,875	1,920,125	0	0
NG	Z768	Door Replacement	700,000	16,036	683,964	700,000	0
NG	Z769	Roofing Works & Insulation	650,000	18,719	631,281	250,000	0
NG	Z770	Major Structural Works	400,000	215,061	184,939	250,000	0
General Capital Works							
NG	Z776	Estate and External Works	300,000	186,309	113,691	200,000	0
BD	Z857	Housing Capital Technical Costs	438,100	0	438,100	438,100	0

NG	Z378	Door Entry Systems	200,000	(74,320)	274,320	27,000	0
KM	Z760	Acquisition of Affordable Housing to meet housing need	3,862,500	211,542	3,650,958	1,123,800	0
KM	Z851	Acquisition of Dwellings - S106	1,200	0	1,200	0	0
NG	Z775	Mobility Scooter Storage	30,000	0	30,000	15,000	0
DB	Z867	Delivery of Stock Condition Survey and Associated Costs	60,200	0	60,200	0	0
AS	Z869	Digital Filing - HRA Software	33,200	4,200	29,000	0	0
Sub-total Live Schemes			15,369,000	1,037,866	14,331,134	6,645,100	0
Housing & Wellbeing - HRA - Total			15,369,000	1,037,866	14,331,134	6,645,100	0

SCRUTINY COMMISSION - MONDAY, 11 SEPTEMBER 2023

Report of the Cabinet

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 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 7th August 2023, the Cabinet considered the following items on which the Commission undertook pre-decision scrutiny:

A. PROCUREMENT OF A VOIDS REPAIRS CONTRACTOR

Details of the Commission's consideration of the item as reported to the meeting of the Cabinet on the 10th August 2023 can be found in the minutes from the Commission's meeting on 7th August 2023.

The Chair of the Commission, Councillor Seaton attended the Cabinet's meeting on the 10 th August 2023 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:

PROCUREMENT OF A VOIDS REPAIRS CONTRACTOR

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 - MONDAY, 11 SEPTEMBER 2023

Report of the Head of Governance and Human Resources

SCRUTINY PANELS

Purpose of the Report

To review the progression of scrutiny Panels.

Actions Requested

1. To review the progression of scrutiny Panels.
2. To consider the scrutiny Panel suggestions made at the scrutiny workshop held on 31st August 2023. The Commission needs to decide whether to approve the establishment of Panels, to add ideas to the list of suggested Panels for later consideration, to eliminate panel ideas or if a briefing is required.
3. To appoint Chair and a Vice Chair of scrutiny Panels.

Reasons

1-3. To ensure timely and effective scrutiny and enable panel work to commence.

Scrutiny Panel ideas

A Scrutiny Panels workshop was held on 31st August 2023 for all non-executive members of the Council. The purpose of the workshop was to allow members to develop further understanding of the scrutiny panels processes, to understand the topical issues at the Council, to review some examples of good scrutiny and to generate some ideas for scrutiny panels. Members suggested the following ideas;

1. Utilising Council assets (garages) - Information required would include the number of void garages in the Borough, whether they were in use and opportunities for re-purposing. It was highlighted that an assets report was being considered at the Finance and Performance Scrutiny Committee on 12th September.
2. Housing Needs – Investigation of the effectiveness of the current Housing Register and whether the process could be streamlined. Suggestion of whether a separate list could be created for residents that require adapted properties.
3. Public Transport – To tie in with Net Zero by 2030 aims. Investigation into whether better public transport links could be provided between villages and surrounding areas.

4. Climate Change and Emergency – Suggested that a Panel consider reviewing elements of the Climate Change Strategy and Action Plan or the Government funding available to the Council. It was highlighted that members would receive a briefing on the new Climate Change Strategy on 27th September 2023. It would be beneficial for members to make a decision on this scrutiny panel after the briefing when more information on this was made available.
5. Dementia Friendly Council – To look at how the Council can improve provision of services to those with Dementia and their carers.
6. Loneliness – This could be linked to the dementia friendly idea, or form a separate Panel.
7. HMOs (Houses of Multiple Occupation) – To look at areas where HMOs are over the 20% limit and/or the parking permit issues when a house is converted into flats (more parking permits). Also to review student accommodation requirements.
8. Brownfield Sites – To look at whether there was a brownfield site register, to see how often registers are updated and to map the areas of brownfield sites.
9. Litter picking – To look at litter picking around the Borough and to try to encourage local participation in litter picking.
10. Tackling Substance Misuse – To look at how the Council could better support partners to tackle and improve substance misuse across the Borough.

Budget Scrutiny Panel

At their meeting on 7th August 2023, the Scrutiny Commission approved a Budget Scrutiny Panel for 2023-24, with Councillor Mark Charles as Chair of the Panel. Meetings of the Budget Scrutiny Panel have been scheduled on 24th October, 12th December and 3rd January, and expression of interest for membership are being sought.

Appendices: Appendix 1 – Scrutiny Panels

Background Papers: None

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

Scrutiny Panels

APPENDIX

The CfGS 4 Principles:

- Provides a ‘critical friend’ challenge to the executive – policy development, policy review and performance management.
- ‘Enables’ the voice and concerns of the public and its community to be heard.
- Independent and Member Driven.
- “Drives improvement” for the Local Authority.

We welcome proposals for scrutiny from Members, whether on the appropriate committee or not; outside bodies; and Charnwood residents.

This will be a living document, so as new ideas and proposals arise, they may take priority over proposals that have been on the list for a longer period.

Only 4 panels (Formal or Express) can be held at any one time, so timings will need to take account of this. Informal meetings will be conducted without Democratic Service officer time and can therefore be run concurrently.

Chair	Type	Topic	Scope	Terms of Reference	Timing
Councillor Mark Charles	Formal	Budget Scrutiny	To closely review all aspects of the proposed budget for the following year and to monitor the performance of the budget from the previous year.		Autumn (Sept – Jan annually)

Express	Informal	Formal	Proposed

SCRUTINY COMMISSION - MONDAY, 11 SEPTEMBER 2023

Report of the Head of Governance and Human Resources

SCRUTINY WORK PROGRAMME

Purpose of the Report

To enable the Commission to review and agree the Scrutiny Work Programme. This includes reviewing the changes made by the Finance and Performance Scrutiny Committee and adding items to their work programme.

Actions Requested

1. To review the Finance and Performance Scrutiny Work Programme and make any amendments the Commission feel necessary.
2. To agree that the Finance and Performance Scrutiny Work Programme be updated in accordance with the decisions taken during consideration of this item and any further decisions taken during this meeting.

Reasons

- 1&2 To ensure timely and effective scrutiny of the matter/subject.
2. To ensure that the information contained within the Work Programme is up to date.

Policy Context

The Council's Corporate Plan 2020-2024 commits the Council to continue to improve customer service and deliver outstanding services.

Background

A change in the scrutiny structure was approved at full Council on 26th April 2021. This permitted the establishment of a Finance and Performance Scrutiny Committee.

Finance and Performance Scrutiny Committee Work Programme

The Finance and Performance Scrutiny Committee were due to meet on 12th September 2023. The outcomes of the meeting can be found in the minutes of the meeting which will be published on the Council's website following the meeting.

Appendices: Appendix - Finance and Performance Scrutiny Committee Work Programme

Background Papers: None

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

Council Finance & Performance Scrutiny Committee Work Programme

Meeting Date	Issue	Scope of Item / Terms of Reference	Reason for Scrutiny	Invitees / Offices	Progress / Notes / Action Requested
12th Sept 2023	Work Programme	To consider items for future meetings.	To allow the Committee to identify items for which scrutiny is required.	N. Conway/ Lead Officer	Standing item
12th Sept 2023 (annual item)	Performance Information (Quarter 1 Report)	Monitoring of Performance Indicator information and Corporate Plan Objectives and Initiatives.	To ensure targets and objectives are being met. To identify areas where performance might be improved.	Relevant Lead Members & Heads of Service / V. Brackenbury	Quarter 4 Report considered at the same time annually.
12th Sept 2023 (annual item)	Revenue Monitoring (General Fund and HRA)	Monitoring of Council's revenue position.	To compare actual income and expenditure against budget, find out why variances have occurred and, where necessary, ensure corrective actions are in place.	Lead Member/ L. Tansey	Three reports to be considered through the year. Reports to be considered at the same time annually.
12th Sept 2023 (annual item)	Capital Monitoring	Monitoring of position with the Council's Capital Plan.	To ensure progress to the Council's Capital Plan and its financing are satisfactory.	Lead Member/L. Tansey	Monitoring report at each quarterly meeting.
12th Sept 2023 (annual item)	Climate Change Strategy Action Plan	Monitoring of the Climate Change Strategy Action Plan.	Monitoring of progress on Action Plan.	Lead Member/ M. French	Requested by Scrutiny Workshop to be an annual review. Agreed with C/VC to review in Sep (19 Jul '21)
12th Sept 2023	Council Assets Update	position of the Council in relation to managing its garage assets and related housing stock issues	More detailed information to be provided after officer review	Lead Member / P Oliver, K Moore	Requested by FPSC at its meeting 27th June 2023
12th Sept 2023	Car Parking Strategy Update (verbal)	Update on progress of car parking strategy review	Monitoring progress of developing strategy.	Lead Member / G Harvey	Requested at its meeting on 15th March 2023
28th Nov 2023 (annual item)	Community Safety Partnership	To review the work of the Community Safety Partnership on an annual	To ensure effective scrutiny of the work of the Community Safety Partnership	CSP Chair / relevant Head of	Legal requirement to be reviewed annually. Agreed with C/VC 19

		basis, to enable any issues to be identified for further scrutiny by the appropriate scrutiny body and to enable incidences of violent crime to be monitored.		Service / T McCabe	Jul 2021 to occur mid-year in November.
28th Nov 2023 (annual item)	Performance Information (Quarter 2 Report)	Monitoring of Performance Indicator information and Corporate Plan Objectives and Initiatives.	To ensure targets and objectives are being met. To identify areas where performance might be improved.	Relevant Lead Members & Heads of Service / V. Brackenbury	Quarter 2 Report considered at the same time annually.
28th Nov 2023 (Period 7 - annual item)	Revenue Monitoring (General Fund and HRA)	Monitoring of Council's revenue position.	To compare actual income and expenditure against budget, find out why variances have occurred and, where necessary, ensure corrective actions are in place.	Lead Member/ L. Tansey	Three reports to be considered through the year. Reports to be considered at the same time annually.
28th Nov 2023 (annual item)	Capital Monitoring	Monitoring of position with the Council's Capital Plan.	To ensure progress to the Council's Capital Plan and its financing are satisfactory.	Lead Member/L. Tansey	Monitoring report at each quarterly meeting.
28th Nov 2023	Resources Update	Update in relation to staffing, recruitment, turnover and retention	More detailed information to be provided after identified as issue requiring scrutiny	Lead Member / R Mitchell	Requested by FPSC at its meeting 27th June 2023
28 th Nov 2023 (annual)	S106 Agreement Monitoring report	To advise relevant committees of the status and utilisation of Section 106 agreements.	To meet internal audit requirements	Lead Member / R Bennett	Requested by Head of Service to be added
5th Mar 2024 (annual item)	Performance Information (Quarter 3 Report)	Monitoring of Performance Indicator information and Corporate Plan Objectives and Initiatives.	To ensure targets and objectives are being met. To identify areas where performance might be improved.	Relevant Lead Members & Heads of Service / V. Brackenbury	Quarter 3 Report considered at the same time annually.
5th Mar 2024 (Period 9 - annual item)	Revenue Monitoring (General Fund and HRA)	Monitoring of Council's revenue position.	To compare actual income and expenditure against budget, find out why variances have occurred and, where necessary, ensure corrective actions are in place.	Lead Member/ L. Tansey	Three reports to be considered through the year. Reports to be considered at the same time annually.

5th Mar 2024 (annual item)	Capital Monitoring	Monitoring of position with the Council's Capital Plan.	To ensure progress to the Council's Capital Plan and its financing are satisfactory.	Lead Member/ L. Tansey	Monitoring Report at each quarterly meeting.
June 2024 (annual item)	Capital Monitoring including Outturn	Monitoring of position with the Council's Capital Plan.	To ensure progress to the Council's Capital Plan and its financing are satisfactory.	Lead Member/ L. Tansey	Outturn report considered at same time annually.
June 2024 (annual item)	Revenue Monitoring (General Fund and HRA) Outturn	Monitoring of Council's revenue position.	To compare actual income and expenditure against budget, find out why variances have occurred and, where necessary, ensure corrective actions are in place.	Lead Member/ L. Tansey	Outturn report considered at same time annually.
June 2024	Performance Information (Quarter 4 Report / Outturn)	Monitoring of Performance Indicator information and Corporate Plan Objectives and Initiatives.	To ensure targets and objectives are being met. To identify areas where performance might be improved.	Relevant Lead Members & Heads of Service / V. Brackenbury	Quarter 4 Report considered at the same time annually.
June 2024 (annual item)	Annual Performance report	Annual collation of performance information for publication on the Council's website	To communicate performance of the Council against annual targets	V. Brackenbury	Added to work programme by email agreement of the Chair for 2022. Confirmed on 15th March 2023 to be considered at June's meeting

SCRUTINY COMMISSION - MONDAY, 11 SEPTEMBER 2023

Report of the Head of Governance and Human Resources

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 the meeting of the Scrutiny Commission on 7th August 2023 the Scrutiny Commission added the following items to their work programme;

- i. (Pre-Decision Scrutiny) Revenues and Benefits Service – Future Options – September 2023
- ii. Update on Voids Properties (to include an updated version of the table attached as an Appendix to the report received by the Scrutiny Commission on 12th December 2022) – February 2024
- iii. (Pre-Decision Scrutiny) Housing Capital Programme – March 2024
- iv. (Pre-Decision Scrutiny) Local Development Scheme – March 2024
- v. (Pre-Decision Scrutiny) Corporate Delivery Plan 2024/25 – March 2024

The Scrutiny Commission also made the following changes to their work programme;

- i. The Selective Licensing Scheme Update report, which was scheduled to be reviewed by the Scrutiny Commission at their meeting on 7th August 2023 was deferred, and the Scrutiny Commission asked for the report to be submitted to their meeting scheduled for 9th October 2023.
- ii. It was agreed that the 'Questions under Scrutiny Committee Procedure 11.16' item listed as a standard item in the work programme be removed from the work programme document. The item will continue to appear on agendas.

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: Sally Watson
Democratic Services Officer
(01509) 634969
Sally.watson@charnwood.gov.uk

Scrutiny Commission Work Programme

APPENDIX 1

Responsible Body	Meeting Date	Issue	Scope of Item / Terms of Reference	Reason for Scrutiny	Invitees / Officers	Progress / Notes / Action Requested
Scrutiny Commission	11 September 2023 (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 the Key Decisions Notice or from the Cabinet agenda.
Scrutiny Commission	11 September 2023 (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	11 September 2023 (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 Work Programme

Scrutiny Commission	11 September 2023 (standing item)	Progress with Panel Work		To review progress with Scrutiny Panels.	K Widdowson	Re-established following Scrutiny Work Programme Workshop on 24 May 2021
Scrutiny Commission	11 September 2023 (standing item)	Scrutiny Work Programme		To review and agree the Scrutiny Work Programme	Lead Officer	Re-established following Scrutiny Work Programme Workshop on 24 May 2021
Scrutiny Commission	11 September 2023	Pre-decision scrutiny – Revenues and Benefits Service – Future Options	To approve the recommendation for the future delivery of the Revenues and benefits Service from October 2024 onwards.		Lead Officer	Agreed Scrutiny Commission 7 August 2023, min ref 27 2023/24.
Scrutiny Commission	9 October 2023	Selective Licensing Scheme Update	To update on the Selective Licensing Scheme		Lead Officer	Agreed Scrutiny Commission, 06 February 2023, min ref 90, 2022/23 This item was deferred and agreed by th Scrutiny Commission on 7 August 2023, min ref 18 2023/24.

Scrutiny Commission Work Programme

Scrutiny Commission	January 2024 (annual item)	Budget Scrutiny Panel Report	A report of the Budget Scrutiny Panel following its scrutiny of the Council's draft budget for 2024/25.		Budget Scrutiny Panel Chair	
Scrutiny Commission	January 2024	Waste Management Scrutiny Panel Update	To include an update on the progression of Cabinet-approved panel recommendations 5, 6 and 9.		Matt Bradford	Agreed Scrutiny Commission 3 July 2023, min ref 11 2023/24.
Scrutiny Commission	February 2024	Update on Void Property Information	To update the Commission on the Void Property Information, six months after the last review. To include an updated version of the table attached as an Appendix to the report received by the Scrutiny Commission on 12th December 2022.		Peter Oliver/Katie Moore	Agreed Scrutiny Commission 7 August 2023, min ref 20 2023/24.

Scrutiny Commission Work Programme

Scrutiny Commission	To be scheduled (early 2024)	Cost of Living Update	to update on the support provided to residents during the winter period of 2023-24		Peter Oliver/Karey Summers/Verity Graham.	Agreed Scrutiny Commission 3 July 2023, min ref 5 2023/24.
Scrutiny Commission	March 2024	Pre-decision scrutiny – Housing Capital Programme	To approve the annual investment programme for improvements to the Council's housing stock.		Director of Housing and Wellbeing	Agreed Scrutiny Commission 7 August 2023, min ref 27 2023/24.
Scrutiny Commission	March 2024	Pre-decision scrutiny – 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.		Head of Planning and Growth	Agreed Scrutiny Commission 7 August 2023, min ref 27 2023/24.

Scrutiny Commission Work Programme

Scrutiny Commission	March 2024	Pre-decision scrutiny – Corporate Delivery Plan 2024/25	To approve the Corporate Delivery Plan 2024-25.		Head of Transformation, Strategy and Performance	Agreed Scrutiny Commission 7 August 2023, min ref 27 2023/24.
Scrutiny Commission	June 2024 (annual item)	Draft Annual Scrutiny Report (annual item)	To consider the Draft Annual Scrutiny Report with a view to it being recommended to Council for approval.		Karen Widdowson	In accordance with Section 6.3(e) of the Council’s Constitution, Scrutiny Commission must report annually to Council on the workings of scrutiny bodies and the operation of the scrutiny function generally.
Scrutiny Commission	To be confirmed	Web Contract Procurement	To allow the Scrutiny Commission to scrutinise the Web Contract Procurement when appropriate.	Referred from Digital Transformation Scrutiny Panel.	Lead Officer	Agreed Scrutiny Commission, 7 March 2022, min ref 111 2021/22



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

**Published
16th August 2023**

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?
Housing Standards Service – Staffing Resources	To increase staffing resources to ensure sufficient capacity for the delivery of the housing standards service, including the mandatory, additional and selective licensing schemes.	Chief Executive	23rd August 2023	Delegated Decision Document	No	Katie Moore Head of Strategic Housing Tel: 01509 634671 katie.moore@charnwood.gov.uk
Capital Plan Amendment Report	To consider and approve amendments to the Capital Plan.	Cabinet Council	14th September 2023 6th November 2023	Report	Yes	Lesley Tansey Head of Finance Tel: 01509 634828 lesley.tansey@charnwood.gov.uk
Revenues & Benefits Service – Future Options	To approve the recommendation for the future delivery of the Revenues and benefits Service from October 2024 onwards.	Cabinet	14th September 2023	Report	No	Karey Summers Director Customer Experience Tel: 01509 634923 karey.summers@charnwood.gov.uk
Climate Change Strategy & Action Plan	To consider the Climate Change Strategy & Action Plan which sets out the Council's commitment to take action on climate change.	Cabinet	12th October 2023	Report	Yes	Justin Henry Director Commercial and Economic Development Tel: justin.henry@charnwood.gov.uk
Review of the Planning Enforcement Plan	To approve the Planning Enforcement Plan.	Cabinet	12th October 2023	Report	Yes	Richard Bennett Head of Planning and Growth Tel: 01509 634763 richard.bennett@charnwood.gov.uk
Charnwood Grants	To consider applications received in Round 2 of the Charnwood Community Grants and Community Facilities Grants Schemes for 2023/24.	Cabinet	16th November 2023	Report	Yes	Peter Oliver Director Housing and Wellbeing Tel: 01509 634952 peter.oliver@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 Capital Plan (2024-25 to 2026-27)	To seek approval to the draft capital plan for consultation.	Cabinet	14th December 2023	Report	Yes	Lesley Tansey Head of Finance Tel: 01509 634828 lesley.tansey@charnwood.gov.uk
Draft General Fund and HRA 2024-25 Budgets	To seek approval to the Draft Revenue Budget for 2024-25 as a basis for consultation.	Cabinet	14th December 2023	Report	Yes	Lesley Tansey Head of Finance Tel: 01509 634828 lesley.tansey@charnwood.gov.uk
Capital Plan Amendment Report	To consider and approve amendments to the Capital Plan.	Cabinet Council	14th December 2023 15th January 2024	Report	Yes	Lesley Tansey Head of Finance Tel: 01509 634828 lesley.tansey@charnwood.gov.uk
Economic Development Strategy 2023-27	To approve an Economic Development Strategy for the borough.	Cabinet	14th December 2023	Report	Yes	Chris Grace Head of Economic Development and Regeneration Tel: 01509 634534 christopher.grace@charnwood.gov.uk
Charnwood Grants – Strategic Partners (2024/25-2025/26)	To put forward recommendations regarding the proposed levels of Strategic Partner Grant funding for the next two years.	Cabinet	11th January 2024	Report	Yes	Peter Oliver Director Housing and Wellbeing Tel: 01509 634952 peter.oliver@charnwood.gov.uk
New Capital Plan (2024-25 to 2026-27)	To approve the Capital Plan.	Cabinet Council	8th February 2024 26th February 2024	Report	Yes	Lesley Tansey Head of Finance 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	8th February 2024 26th February 2024	Report	Yes	Lesley Tansey Head of Finance Tel: 01509 634828 lesley.tansey@charnwood.gov.uk
Medium-Term Financial Strategy 2024-27 and Capital Strategy, Treasury Management Strategy Statement, Annual Investment Strategy and Minimum Revenue Provision Policy for 2024-25	To seek approval to a Medium-Term Financial Strategy 2024-27 and Capital Strategy, Treasury Management Strategy Statement, Annual Investment Strategy and Minimum Revenue Provision Policy for 2024-25 and the annual report on the Prudential Code, for recommendation to Council.	Cabinet Council	8th February 2024 26th February 2024	Report	Yes	Lesley Tansey Head of Finance Tel: 01509 634828 lesley.tansey@charnwood.gov.uk
2024-25 General Fund and HRA Revenue Budgets and Council Tax	To seek approval to the Revenue Budget for 2024-25 and to propose the Council Tax for approval by Council.	Cabinet Council	8th February 2024 26th February 2024	Report	Yes	Lesley Tansey Head of Finance 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	7th March 2024	Report	Yes	Peter Oliver Director Housing and Wellbeing 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	7th March 2024	Report	Yes	Richard Bennett Head of Planning and Growth Tel: 01509 634763 richard.bennett@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?
Corporate Delivery Plan 2024/25	To approve the Corporate Delivery Plan 2024-25.	Cabinet	7th March 2024	Report	Yes	Helen Gretton Head of Transformation, Strategy and Performance Tel: 01509 634556 helen.gretton@charnwood.gov.uk
General Fund and HRA Revenue Outturn Report (2023/24) and Carry Forward of Budgets	To report the Council's revenue expenditure results for 2023/24 subject to audit.	Cabinet	July 2024	Report	Yes	Lesley Tansey Head of Finance Tel: 01509 634828 lesley.tansey@charnwood.gov.uk
Capital Plan Outturn 2023/24	To report the Council's capital expenditure results for 2023/24 subject to audit.	Cabinet	July 2024	Report	Yes	Lesley Tansey Head of Finance Tel: 01509 634828 lesley.tansey@charnwood.gov.uk
Charnwood Grants	To consider applications received in Round 1 of the Charnwood Community Grants and Community Facilities Grants Schemes for 2024/25.	Cabinet	July 2024	Report	Yes	Peter Oliver Director Housing and Wellbeing Tel: 01509 634952 peter.oliver@charnwood.gov.uk

EXECUTIVE MEETINGS TO BE HELD IN PRIVATE

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

Decision Item	What is the nature of decision to be taken?	Who will take the decision?	When is the earliest a decision will be taken?	Documents to be considered?	Will the report be considered in public?	Who can give me more information?
Revenues & Benefits Service – Future Options	To approve the recommendation for the future delivery of the Revenues and benefits Service from October 2024 onwards.	Cabinet	14th September 2023	Report	No	Karey Summers Director Customer Experience Tel: 01509 634923 karey.summers@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 Miah (Labour)	Leader of the Council Responsibility for Corporate Strategy and oversight, Strategic Relationships, Communications, Corporate Performance, Emergency Planning, Equalities, Diversity and Inclusion.
Councillor Hamilton (Labour)	Deputy Leader – Public and Private Sector Housing Responsibility for Repairs & Investment, Tenancy Management, Supported Housing, Rents & Income Management, Leaseholders and Lifeline, Refugee Resettlement, Housing Options, Allocations & Lettings, Housing Needs, Empty Homes and HMO Licensing. Training and Development (Members and officers).
Councillor Ashcroft (Labour)	Finance, Customer & Support Services, Revenues and Benefits Responsibility for Capital and Revenue budgets and the MTFS. Revenues and Benefits services, Audit & Risk Democratic Services, Legal Services, HR, Electoral Services, ICS and customer experience.
Councillor Jadeja (Labour)	Planning Responsibility for Development Control, Conservation & Landscape, Building Control and S106 Agreements.
Councillor Jones (Labour)	Climate Action, Net Zero, Property and Assets Responsibility for Climate Action and Net Zero and Property and Assets, Armed Forces.
Councillor Tillotson (Labour)	Economic Development, Regeneration and Town Centres Responsibility for Economic Development strategy and policy, Enterprise Zone, Town Deal and UKSPF. Markets & events, Town Centre Management, Public Conveniences, Tourism and visitor economy.
Councillor A. Gray (Labour)	Waste, Open Spaces and Leisure Facilities Responsibility for Waste strategy and services, Open Spaces strategy, Grounds Maintenance and Engineering, Leisure Centres, Town Hall and Museums.
Councillor Blackshaw (Labour)	Communities and Neighbourhoods Responsibility for Community Safety & Neighbourhood Development, Community Grants, Safeguarding, CCTV, Sports & Active Recreation, Regulatory Services, Parking, Env Health, Street Management and Licensing.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted

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of the Local Government Act 1972.

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