



POLICY, FINANCE AND ADMINISTRATION COMMITTEE

PARKSIDE, STATION APPROACH, BURTON STREET, MELTON MOWBRAY

10 JULY 2013

PRESENT:-

Councillors J.B.Rhodes (Chairman),
M.W. Barnes, M. Gordon, E. Hutchinson;
J. Moulding, M. O'Callaghan, P. Posnett;
J. Simpson, D.R. Wright, J. Wyatt

Chief Executive, Strategic Director (KA);
Head of Central Services, Head of Communications;
Head of Communities & Neighbourhoods, Head of Regulatory Services,
Corporate Property Officer, HR & Communications Manager,
Change Manager, Senior Accountant – Treasury Management,
Committee Support Officer (LS)

P1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

P2. MINUTES

The minutes of the meeting held on 10 April 2013 were confirmed and authorised to be signed by the Chairman.

P3. DECLARATIONS OF INTEREST

Councillor Rhodes and Councillor Posnett declared personal and non pecuniary interests in any matters relating to Leicestershire County Council due to their roles as a County Councillors.

Councillor Simpson declared personal and non pecuniary interests in agenda items 6 (minute P6), 7 (minute P7), 15 (minute P15), and 18 (minute P18) as she was a member of the relevant committees when matters covered in the officers' reports had been considered and determined.

Councillor Simpson also declared personal and pecuniary interests in agenda items 13 (minute P13) and 16 (minute P16) as her son was an employee of Melton Borough Council. She indicated she would leave the room when those items were discussed.

P4. RECOMMENDATIONS FROM OTHER COMMITTEES

There were no recommendations from other committees.

P5. UPDATE ON DECISIONS

The Chief Executive submitted an update on decisions from previous meetings of the Committee.

RESOLVED that the Update on Decisions document be updated to reflect progress and work completed.

P6. APPEAL AGAINST REFUSAL OF PLANNING APPLICATION 10/00951/FUL: ASFORDBY WIND FARM – COSTS AND FUNDING

Members had before them a report previously circulated from the Head of Regulatory Services, the purpose of which was to advise on progress on the Appeal Inquiry, the resource implications, and sought approval for additional funding for participation in the Public Inquiry in respect of the Asfordby Wind Farm.

The Head of Regulatory Services explained that due to the nature of the grounds for refusal, the Council was obliged to provide a legal advocate and a number of expert witnesses. The appeal had also sat for longer than anticipated and this had also increased the costs above the original estimate and secured budget. The Appeal Inquiry had been adjourned on 23 May 2013 until 19 July 2013 to enable outstanding issues with Network Rail to be resolved. Members were advised that there would be further (as yet unknown) costs associated with the resumption of the Inquiry with a potential risk that it may be reopened to discuss whether any Policy changes in relation to renewable energy affected the case following a recent statement by the Secretary of State.

A Member expressed concern at the escalating costs of this Inquiry and asked what the likely maximum costs were likely to be. The Head of Regulatory Services replied that subject to the re-examination of the application in the light of the Secretary of State's new policy on such applications, it could potentially add a further 5 days to the length of the Inquiry. He estimated this would cost an additional £30,000; there would be more certainty when the Inquiry re-convened on 19 July. In response to a question from the Chair, the Chief Executive advised that there were a number of options on how this additional expenditure could be referred back for approval. The Chairman moved the recommendations with the additional approval to be given for up to a further £30,000 should this be required. The motion was seconded by Councillor Posnett, and upon being put to the vote, it was

RESOLVED That

- (1) a further sum of £40,000 from the General Fund Working Balance be allocated to cover the cost of providing legal advocacy and high quality expert evidence at the recent Public Inquiry into the refusal of Planning Application 10/00951/FUL (Asfordby Windfarm Site) and its next stages;
- (2) in the event that the Inquiry is extended, should it be required an additional sum up to £30,00 from the General Fund Working Balance be provided.

P7. LEICESTERSHIRE WASTE PARTNERSHIP: PROGRESS ON STRATEGIC WORKING

The Head of Regulatory Services submitted a report the purpose of which was to update Members on the outcome of the recently completed stage one County-wide review of strategic waste joint working opportunities and potential benefits in relation to the waste management services provided by all the Districts and Boroughs in Leicestershire. The report explained how a methodology designed by an external organisation – ‘Improvement and Efficiency South East (IESE) – used a previously proven ‘Route Map’ approach which was undertaken in stages. Each stage, when completed, gave a good indication as to the usefulness and likely benefit of progressing to the next stage.

Stage 1 of the Route map process was now complete and the outcomes would be presented to the Leicestershire Environment Board (LEB) on 24 July 2013 with a recommendation that the Board supports progressing the route map to Stage 2. A summary of a number of the key outcomes from the Stage 1 process was set out in tabular form within the report. Members were asked for their views on whether MBC should support or decline support the progression to Stage 2. If this support were to be forthcoming, arising from the Stage 1 process it was recommended that the Partnership establish a Programme Board to provide oversight to the project and to drive it forward. MBC would have representation on such a Board.

The recommendations contained in the report were moved by the Chairman and seconded by Councillor Posnett. A Member asked if a cost comparison had been undertaken between the partnership arrangement and internal approaches. The Head of Regulatory Services responded that the partnership approach did not exclude other approaches working side by side with it. Concern was raised about the partnership being a ‘one size fits all’ to which the officer explained that there was flexibility in the arrangement to permit any permutation of the nine district councils working together. Following a vote, the motion was carried.

RESOLVED:

- (1) To support the proposed progression to the second stage of the IESE route map towards Waste Management Strategic Joint Working in Leicestershire;
- (2) To endorse the establishment of a Programme Board to oversee and drive the ‘Route Map’ forward.

P8. SERVICE PLANS 2013-14

In a report previously circulated, the Head of Communities & Neighbourhoods presented a report which provided Members with an opportunity to comment on and agree Service Plans for 2013/14 for all four service areas. Following the approval of the Council's budget for 2013/14, service plans had been updated to reflect the approved budget and to take account of the latest performance information, which included goals and metrics developed to support the Council's priorities as part of the Corporate Plan.

A Member referred to the Service Plan for Communities & Neighbourhoods and the item on unsustainable social properties. He expressed the view that the Council should dispose of these properties and re-invest the credit into affordable housing. He further suggested that other garage sites be investigated as potential sites for affordable housing. The Chairman advised that the latter point would represent a policy change but that the comment was noted. A point was then raised about liaison with parish councils over the major changes to the Council Tax Base. The Chief Executive confirmed that officers would keep parish councils updated on this matter throughout the year via the Parish Council Liaison meetings and the Leicestershire & Rutland Association of Local Councils. In response to a question on the proposal to introduce a 'jam jar' account, the Head of Communities & Neighbourhoods confirmed that this initiative was to be implemented as part of Universal Credit to assist tenants to manage their finances.

A Member referred to the support for the Melton Town Centre Improvement District and questioned their focus and where they were going. He asked that the support include assistance to develop the focus and strategy. The Head of Communities & Neighbourhoods confirmed that this would be incorporated into his section's service plan. Approval of all four service plans was moved by Councillor Wright and seconded by Councillor Barnes and following a vote the motion was unanimously carried.

RESOLVED that the Service Plans attached to the report at Appendix A (Central Services), Appendix B (Communications), Appendix C (Communities & Neighbourhoods), and Appendix D (Regulatory Services) be approved.

P9. AN UPDATE AND PROPOSED USE OF THE NEW HOMES BONUS (NHB) FOR REVENUE BUDGET PURPOSES

Members had before them a report jointly prepared by the Head of Central Services and the Head of Communities & Neighbourhoods which provided an update on the use of the New Homes Bonus (NHB) and sought guidance from the Committee on the options for setting aside money from the NHB Reserve against items provided for in the revenue budget.

The report went on to explain that the grant payment was unringfenced and could be spent on either revenue or capital/strategic projects, or placed in the Council's reserves. There was no time limit on when the funds could be spent. Appended to the report was the NHB Protocol previously approved by this Committee which

required that the NHB be used by the Council for the following three funding strands:

- Financial support to the revenue budget
- Strategic infrastructure in support of growth
- Local infrastructure or services in support of growth

Members were advised that the Council had significant capital receipts which were ring fenced for use on capital projects and therefore it was recommended that the NHB be used for revenue purposes, where feasible, as it was a more flexible money and could be used for both revenue and capital purposes. Appendix B to the report set out use of the NHB from 2011/12, and the balance on the reserve was estimated to be £309,780 at the end of March 2014 assuming no withdrawals took place during 2013/14.

In presenting the report, the Head of Central Services stated that there had been a recent announcement that a large proportion of the NHB would be transferred to the LEP's from 2015/16. The Chairman referred Members to Appendix B and commented that it appeared that this Council was allocating more funding than was being received in NHB. The Head of Central Services explained that as the Council had been in receipt of a large capital receipt from the sale of land, it made good financial sense to use capital receipts in preference over the NHB as capital receipts could only be used for capital purposes. The Chairman expressed concern that this Council was doing more than many others to stimulate the creation of new homes but was being branded along with other authorities who were much less proactive. He felt so strongly about this that he was prepared to write to the Secretary of State for Communities & Local Government, the Rt. Hon Eric Pickles MP, to bring this to his attention. The Vice-Chairman referred to her recent attendance at an Affordable Housing Conference at which colleagues were amazed at the work this Council was doing. She expressed her support for the Chairman's suggestion to make this representation to the Secretary of State.

A Member expressed concern that the Council was using the NHB to balance the budget. The Head of Central Services reiterated her previous comments that it was better to use unringfenced funding to achieve this purpose. She acknowledged that the NHB had been credited to the revenue budget but some had been set aside for the creation of new homes and infrastructure. A question was raised on what consultation had taken place with communities. The Chairman confirmed that discussions had been held with parish councils. A Member referred to the new homes scheme at Somerby which would not have happened without the NHB funding; he stated that this had been invaluable to the community and expressed concern that more parishes were not getting involved and taking up the opportunity.

The recommendations contained within the report were moved by the Chairman with the addition that he write to the Secretary of State for Communities & Local Government to point out the way that Melton Borough Council was using the NHB funding constructively and to press for the authority to retain this funding in future in view of its record. The proposal was seconded by Councillor Wright and upon being put to the vote, it was

RESOLVED

- (1) to note the current and proposed use of the NHB;
- (2) to approve the setting aside of money from the NHB Reserve against appropriate existing schemes already provided for from within the revenue budget in the interests of transparency;
- (3) that the Chairman writes to the Secretary of State for Communities & Local Government to point out the way that Melton Borough Council was using the NHB funding constructively and to press for the authority to retain this funding in future in view of its record.

P10. REVENUE BUDGET 2012/13 – PROVISIONAL YEAR END POSITION

The Head of Central Services submitted a report (copies of which had previously been circulated to Members) which provided Members with information on the provisional year end position subject to external audit approval for 2012/13, together with the implications for the Council's balances and reserves. The officer drew Members' attention to Appendix A which gave a breakdown of the various services with overspends or underspends in excess of £10,000 alongside corresponding commentary.

A Member made the point that consistent budgetary underspends were not necessarily a good thing; it could be an indication of potential poor financial management or due to delayed projects. Support was expressed for this view. The Head of central Services acknowledged the concerns which she shared and explained that the accountants monitored the requests from budget holders to carry forward any underspends. Analysis had shown that these requests were coming from different areas; there was a culture of early identification of potential overspends but not always underspends and as such accountants had been asked to be more challenging with budget holders earlier in the year.

The Chairman moved the recommendations contained in the report and this was seconded by Councillor Wright. After a vote took place, it was

RESOLVED

- (1) to note the provisional year end position, variations to the 2012/13 estimated year end position and the resultant effect on the Council's balances and reserves as set out in the papers attached to the report;
- (2) that supplementary estimates be approved for those services which are overspent against the approved budget as attached at Appendix A to the report.

P11. STATEMENT OF ACCOUNTS 2012/13

The Head of Central Services submitted a report (copies of which had previously been circulated) appended to which was the Council's Statement of Accounts 2012/13 for approval. The Statement of Accounts had been prepared in accordance with the Audit Commission Act 1998 and the Accounts and Audit

Regulations 2003 as amended by the Accounts and Audit (Amendments) Regulations 2004. The report before Members informed the Committee of the key issues within the accounts and highlighted that the accounts were still subject to audit and therefore amendments could be required as a result of the auditors' findings. If there was any material change, the accounts would be brought back to the Committee before 30 September 2013.

A Member referred to paragraph 4.5 in the report which mentioned a figure of £6,561 in the Comprehensive Income & Expenditure Statement within the 'Other Operating Expenditure' line due to an unexpected imbalance on this account. He asked if this figure had been accounted for. The Head of Central Services explained that this was likely to be an internal accounting entry which would not affect the bottom line but it was hoped that this would be identified during the audit process. Approval of the accounts was moved by Councillor Wright and seconded by Councillor Posnett.

RESOLVED that the Statement of Accounts for 2012-13 be approved and signed by the Chairman.

P12. ITEMS FOR APPROVAL UNDER FINANCIAL PROCEDURE RULES

Members had before them a report prepared by the Head of Central Services previously circulated with the agenda which set out requests for approval under Financial Procedure Rules and provided information on amounts approved under delegated powers and the impact of these on the Council's reserves and balances.

The recommendations contained in the report were moved by Councillor Posnett. In seconding the motion, Councillor Gordon expressed her support for the Waterfield Leisure Pools car park improvements business case having regard to the complaints she had received from residents about people attending swimming galas parking their cars at The Uplands and Navigation Close. A vote was taken and the motion was carried.

RESOLVED that

- (1) the virements approved under delegated powers as set out in paragraph 3.1.1 of the report be noted;
- (2) the business cases discussed in paragraph 4.1.1. of the report be approved, and additional funding be approved for the Grounds Maintenance equipment from the Repairs and Renewals Fund; Affordable Housing from the HRA Development and Regeneration Reserve; car parking improvements at Waterfield Leisure Centre from capital receipts and Corporate Priorities reserve and the Wheels to Work scheme from external funding;
- (3) an earmarked capital receipts reserve be created containing £1,000,000 earmarked from General Fund Capital Receipts for the Leisure Vision project and a further revenue allocation of £30,000 to provide the necessary consultancy support for the Leisure Project be approved from the Corporate Priorities Reserve.

[Councillor Simpson here left the meeting at 7.18pm having previously declared a personal and pecuniary interest in the following item.]

P13. PENSION AUTO ENROLMENT

Members had before them a report previously circulated by the Head of Communications which outlined the introduction of the pension auto enrolment scheme for all staff in February 2014 with an option to postpone this date for a period of up to three months. For existing eligible staff there was the option to apply a transitional delay up to October 2017.

The Head of Communications explained that as a result of new laws on workplace pensions, all employers were required to auto enrol eligible employees into a pension scheme and offer non-eligible employees the option to join the scheme. The staging date to commence the auto enrolment scheme was dictated by the size of the organisation and for this Council the date was February 2014 although there was the option to postpone the initial staging date which involved an assessment of staff to determine eligibility. It was recommended that the date be postponed until April 2014 in line with the start of the financial year.

A further option existed to put in place a transitional delay and not enrol those employees that qualified for auto enrolment. Delegated authority was sought for the Head of Communications in consultation with the Head of Central Services and the Joint Staff Working Group to introduce a procedure for the implementation of pension enrolment and defer auto enrolment up to October 2017 for existing eligible staff. Further details were given on the implications for notification to staff, monitoring procedures, and the financial impact should those employees currently in the Local Government Pension Scheme decide to stay in the scheme.

Noting comments that staff ought to be encouraged to take out a pension, the recommendations were moved by the Chairman and seconded by Councillor Posnett. Accordingly, it was

RESOLVED: that

- (1) the initial staging date for pension auto enrolment for all staff be postponed from the original staging date of February 2014 to April 2014 in line with the commencement of the financial year; and
- (2) the Head of Communications in consultation with the Head of Central Services and Joint Staff Working Group be given delegated authority to introduce a procedure for the implementation of pension auto enrolment in line with the legislation and defer auto enrolment up to October 2017 for existing eligible staff.

[Councillor Simpson returned to the meeting at 7.21pm]

P14. TRANSFORMATION PROGRAMME – REVIEW OF PHASE 1 AND DEVELOPMENT OF NEXT PHASES

The Strategic Director (KA) presented his report (copies of which had previously been circulated with the agenda) to advise Members on progress that had been made during Phase One of the Transformation Change Programme and sought consideration and approval for the next stage of the programme so that resources could be released as appropriate.

In highlighting the key achievements of the first phase, the Strategic Director reported that 850 letters had been sent out in the first tranche of working age benefit claimants; of those over 50% had chosen to engage digitally in the process with over a third continuing all the way through the transaction to notify their change of circumstances. This was an encouraging result. Referring to the Universal Credit Pilot, officers were also pursuing a number of options through partnership working to enable the same cohort to be financially and digitally independent. The partnership approach was aimed at joining up support for the vulnerable customers within the cohort to help them live their lives independently in the future.

Members were advised that as part of preparing for the introduction of welfare reforms there were certain enabling works required at Parkside to enhance the self-service area. The combining of the projects for the Universal Credit Pilot, the Single View of Vulnerability and the Social Fund to create a single project in which partners were engaged would enable the focus to be on helping prepare the vulnerable people for the changes linked to welfare reform and digitalisation. It was proposed to create an access hub and on line centre on the ground floor of the offices to enable customers to use on line services and to apply for benefits through the Council and Job Centre Plus (JCP). The Strategic Director envisaged that there would be a number of people who will need supporting in the initial use of digital services. With this assistance it was hoped that they would then go on to use digital services without the need to come into Parkside.

During discussion a Member referred to the recommendation to make permanent a post of Digital Engagement Officer and asked what work the current temporary position had been involved in. The HR & Communications Manager outlines some of the areas of work which included re-designing the first and second landing pages on the website, running focus groups, and ensuring the web content met the needs of the services.

After the Strategic Director had explained how Phase 1.5 was about getting the enabling technology in place for Phase 2, the Chairman drew Members' attention to Appendix G which set out the estimates for the Transformation Change Programme and sought clarification on whether the total quoted of £457K covered the whole programme. The Strategic Director explained that the figure was an estimation of the total cost of the programme which as of this point had not changed. There may be further business cases to come forward in order to draw down funds from the budget. A Member referred to the enhancements to the self-service areas and asked if there were any Government funds available given that it would also benefit the UCP client group. The Strategic Director reported that an announcement had been made that day that the Department of Work & Pensions was looking to fund another 6,000 digital access points; with JCP moving to Parkside he acknowledged there may be an opportunity to take advantage of that funding availability.

Members welcomed the recent improvements and progress with the Council's website and officers were congratulated for their work on this project. In drawing

the discussion to a conclusion, the Chairman thanked the officers for the excellent progress and expressed the view that not every Council was moving forward with the digitalisation of services at the same pace Melton was. Potentially this Council could be the first authority to offer full digital services. Councillor Wright then moved the recommendations contained in the report and this was seconded by Councillor Simpson.

RESOLVED

- (1) to note progress to date for the Transformational Change Programme as a whole as outlined in the project summaries attached as Appendix A to the report and an overview of the products delivered;
- (2) to note the key highlights and achievements of Phase One as outlined in section 3.3. of the report;
- (3) that approval be given to the three business cases attached at Appendix D to the report i.e. Digital Channels (Web), Electronic Document Management (EDM), and Universal Credit (Preparing Customers for Welfare Reforms);
- (4) to authorise the release of £120K from the approved capital budget to progress the Website/EDM projects and £52K as a supplementary estimate to fully fund the Universal Credit and partially fund the Website business cases, £37K to be funded from capital receipts and £15K from corporate priorities reserve;
- (5) to approve the post of Digital Engagement Officer being added as a permanent addition to the establishment to be funded from vacancy savings from the existing customer services budget;
- (6) that a further major progress report be received and considered before proceeding to Phase 3 of the Transformational Change Programme, scheduled for September 2014;
- (7) to note the areas of learning as outlined in section 3.4 and the proposed solutions moving forward in section 3.9 of the report;
- (8) to note the intention to develop criteria when assessing and prioritising the Council's processes which are subjected to a LEAN review and Digital by Default standard;
- (9) to note work in progress in developing a local version of the digital service standard;
- (10) to note the products and estimated delivery dates for Phases 1.5 and 2.0 as outlined in Appendix F to the report.

P15. PARKSIDE UPDATE

In a joint report previously circulated with the agenda, the Head of Central Services and the Corporate Property Officer provided an update on Parkside and associated matters.

In presenting his report, the Corporate Property Officer referred to the financial summary for Parkside and explained that £13K of the retention monies had been spent addressing outstanding snags; £87.5K of capital monies was also committed primarily relating to outstanding Section 278 works. Turning to the Partner Update, he advised Members that a very positive meeting had been held with JCP that week and the furniture had been installed in the ground floor area for JCP use. He mentioned that there had been a few concerns expressed about access around the desks and through the door towards reception. A Member expressed concern about adequate access for wheelchair users and that there was a lack of signage to indicate the exit from that area of the building. The Change Manager responded explaining that the area had been designed for the access space to be used differently to that at present; consultation had been undertaken with those requiring wheelchair access and the layout negotiated with JCP met all DDA regulations. As signage was currently being considered, the issue raised about adequate exit signs would be included.

The Corporate Property Officer explained that a multi agency project team had been established to look at the ground floor usage and the face to face services. It was agreed that the level of customer privacy was of concern and a solution was proposed that would involve the installation of floor to ceiling glass partitions at a cost in the region of £25K from the Parkside Repairs and Renewals fund for which Member approval was sought. Pro rata contributions would be forthcoming from JCP and the Citizens' Advice Bureau. A Member referred to gaps he had seen in the main door frames and suggested this was due to missing insulating strip. The Corporate Officer noted this observation and undertook to look into the matter.

A Member referred to the shortfall in funding for the Working Dog sculpture and expressed the view that this should not be funded from the revenue budget. He advised officers that the Animal Defence Centre produced its own magazine that was distributed to both serving and former military personnel and suggested that it would be worth pursuing the inclusion of an article in that publication about the funding gap.

Members noted the progress with the embankment works and the suggestion from Melton in Bloom to use trailing roses rather than wild flowers as the flower seeds would impact adversely on adjoining formal planting beds.

As part of the update on the Burton Street improvement scheme, the Corporate Property Officer explained that the contractor had proposed a variation to incorporate a solution of porous tarmac which obviated the need to dig to a greater depth. The Environment Agency had approved this solution. During the works two 14th Century culverts had been uncovered and some coins found. The County Archaeologist had been on site and recommended that the findings be covered up with concrete in order to support them. A question was raised on why the footings for the entrance pillars had not yet been put in. The Corporate Property Officer explained that this had been delayed because the footings would impact on nearby

sycamore trees and so advice had been sought from the planning team. Officers had confirmed that the trees were self set and therefore not protected. A tree would have to be removed in order to commence work on the footings. There being no further questions, the Chairman moved approval of the recommendations in the report which were seconded by Councillor Barnes. Accordingly, it was

RESOLVED:

- (1) to note the financial position relating to Parkside;
- (2) to approve the improvements to the customer meeting points by introducing floor to ceiling curves glass panelling to create confidential customer meeting points and the funding for these improvements to be met by capital contributions from partners and a contribution of £18K from the repairs and renewals fund;
- (3) to note the current shortfall in funding for the Working Dog Sculptures in the region of £29K and note that officers will be seeking alternative sources of funding for this project;
- (4) to note the updated position relating to the embankment works and the Section 278 works including the footway route as shown at Appendix F to the report;
- (5) to approve the business case for the acoustic baffles attached at Appendix A to the report
- (6) to approve the glass floor to ceiling partitions as shown on the image at Appendix B to the report and the project mandate and business case for these improvements to the customer meeting points attached at Appendices C and D and to approve a supplementary estimate of £20K from the Parkside renewal and repairs fund to fund the net cost;
- (7) to note the update on the Burton Street improvement scheme and the proposed use of porous macadam for part of the surfacing as illustrated on the plan attached at Appendix E to the report.

[Having previously declared a personal and pecuniary interest in the following item, Councillor Simpson here left the meeting at 8.05pm.]

P16. CORPORATE ISSUES

The Chief Executive introduced her report circulated with the agenda which brought members up to date with Corporate issues which had occurred in the intervening period since the last report. During that time, the Chief Executive had exercised her urgent delegated authority in consultation with the Chairmen of the relevant Committees and the Group Leaders on two occasions.

The first concerned utilising the opportunity recently afforded by the resignation of the Team Leader Community Safety to revise staff duties and the approach in order to move forward with the development and assimilation of the Supporting

Leicestershire Families (SLF) arrangements into the Council. The second occasion related to the procurement process for an upgrade to the Oracle software which supports finance systems. To assist the efficient finalisation of the procurement, the Chairman of this Committee and the two remaining Group Leaders were asked to support the authorisation of the process being run through Hinckley and Bosworth Borough Council as the new IT arrangements enabled an alternative procurement approach which would mitigate against the major impacts on the Council's capacity and resilience which had affected the upgrade timetable.

The Chief Executive then informed the Committee that the Leicestershire County Council Cabinet had recently recommended that a low level Housing Related Support Service for older people be commissioned and that this the service would be split across the 7 districts and would include all service users within that district regardless of tenure. Furthermore, the current timescales suggested that Expression of Interest will be sought sometime in August 2013. Whilst not being committed, financially or otherwise, at this stage, approval was sought to allow officers to submit an Expression of Interest.

The success of the use of Phoenix House by Sainsburys for their recent local recruitment approach has encouraged officers to believe that the proposal to investigate the feasibility of the use of part of Phoenix House as a Life Skills Centre has merit and work is continuing on the major proposal with an interim solution being considered to pilot for early introduction in October of this year.

The Chairman moved the recommendations in the Chief Executive's report and the motion was seconded by Councillor Wright. Following a vote, it was

RESOLVED:

- (1) to note in accordance with the delegation arrangements the exercise of delegated authority by the Chief Executive in relation to two matters, set out within the report;
- (2) that approval be given to officers to submit an Expression of interest (EOI) for the Housing Related Support Service in Melton in response to Leicestershire County Council's request for EOI's for this service in Melton.

[Councillor Simpson returned to the meeting at 8.06pm.]

P17. **URGENT BUSINESS**

There was no urgent business.

EXCLUSION OF THE PUBLIC

RESOLVED that the Public be excluded during the consideration of the following item of business in accordance with Part 1 of Schedule 12A of the Local Government Act 1972 (Access to Information: Exempt Information) under Paragraph 3.

P18. PARKSIDE AND BURTON STREET UPDATE

Members had before them a report prepared by the Head of Central Services the purpose of which was to provide an update on the status of outstanding financial matters in relation to the building and to advise the Committee on the Heads of Terms for a lease agreement between the Council and the land owner for the use of the railway sidings as a car park to include the creation of a permissive footpath from the railway station to the town centre.

Noting that the creation of the permissive footpath would be of considerable benefit to the town for residents and visitors, the recommendations contained within the report were moved by Councillor Posnett and seconded by Councillor Barnes.

RESOLVED:

- (1) to note the financial update in relation to Parkside for the end of May 2013;
- (2) to approve the Heads of Terms of the agreement for the Council to enter into a 7 year lease for use of the railway sidings as a car park, subject to the terms and conditions outlined in paragraph 3.1 of the exempt report;
- (3) to note that the lease terms include the creation of a permissive footpath that will link the railway station and the town centre and this is already incorporated within the Burton Street improvement works.

The meeting which commenced at 6.30 p.m., closed at 8.08 p.m.

Chairman