

Decision Schedule

Meeting name	Cabinet
Meeting date	Wednesday, 13 October 2021
Date decisions published	14 October 2021

Item no.	Agenda item	Contact Officer	Decision	*Key/ Non Key	**Last date for call in
4	<p>MATTERS REFERRED FROM SCRUTINY COMMITTEE IN ACCORDANCE WITH SCRUTINY PROCEDURE RULES</p> <ul style="list-style-type: none"> • Response & Recovery Task & Finish Group (People) - Final Report 	Adam Green, Senior Democratic Services & Scrutiny Officer	<p>Cabinet</p> <p>1) RECOGNISED the work of the Task and Finish Group and ACKNOWLEDGED the contents of the report;</p> <p>2) APPROVED the recommendations of the Final Report of the Scrutiny Response and Recovery (People) Task and Finish Group (Appendix A), as below:</p> <p>i. That assurance be given to Scrutiny that the Council was proactive in identifying and putting measures in place to prevent people from becoming homeless, with a particular emphasis on encouraging people to seek</p>	Non-Key	N/A

			<p>housing advice and support prior to them becoming homeless. This should take the following form:</p> <p>a) A proactive communications approach including a poster campaign (public facing communications which emphasise the need for people to contact the Council for advice and support as soon as possible and not when they have already become homeless).</p> <p>b) A proactive communications approach which encourages landlords to contact the Council before they serve a notice, to see if we can work together to address any issues and stabilise the tenancy.</p> <p>c) A proactive approach to engaging with landlords in the Borough (for example, through</p>		
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			<p>a landlords' forum).</p> <p>d) Readily available information and guidance about how the Council can help and prevent homelessness from occurring to begin with (for example, negotiating with landlords, addressing underlying issues that have led to the tenancy being at risk, implementation of support to stabilise the tenancy).</p> <p>e) An update report to the Scrutiny Committee in 12 months' time to demonstrate how successful the Council had been in preventing households from becoming homeless, and any lessons learned.</p> <p>ii. As soon as practicable, the Council and appropriate partners should host a Jobs Fair for people aged between 16 and 24. It was</p>		
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			<p>recommended that the jobs fair should include businesses, the DWP, Brooksby Melton College, advice services and sign-posting.</p> <p>iii. Engagement with the lead officer for Communications in respect to future Scrutiny studies where consultation and engagement may be required is crucial to ensure there is clarity on expectations, timescales and visibility/reach of consultation exercise.</p> <p>iv. We recommend that the Council host a Volunteer Fair to be held at Parkside with as much publicity as possible to encourage as many charitable companies, voluntary organisations and possible volunteers to attend.</p> <p>v. The Council should review its existing processes to ensure that the digitally excluded have the same access to services as digitally</p>		
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			<p>competent residents have. In addition, the Council should work with partners (e.g. Age UK) to ensure that the digitally excluded have every opportunity to become digitally included if they choose. This could also be by increasing the help which the Council already provided in the computer suite at Phoenix House so that all residents, who wish, can obtain the necessary skills to access the internet. In addition, the Council should consider using the Government's Kick Start scheme, to employ a 16 to 24 year-old on Universal Credit or at risk of long-term unemployment, to help residents develop their digital knowledge (Age UK has a Digital Buddy training video which provides guidance).</p> <p>vi. The Council should review existing processes for monitoring its</p>		
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			<p>treatment of Black, Asian and minority ethnic (BAME) residents and ensuring that BAME residents are treated fairly. This should include looking to make improvements where required.</p> <p>vii. A refresh of the Helping People Partnership:</p> <p>a) To ensure that the Helping People Partnership Board was representative of relevant partners who can deliver an effective and collaborative approach to health and wellbeing in Melton.</p> <p>b) To ensure that the Helping People Partnership Board incorporates Covid recovery/insights, needs and trends as a standing agenda item to enable collective understanding and action planning, relevant to the remit of the</p>		
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			<p>partnership.</p> <p>c) To ensure that the outcomes of the partnership were made available to Scrutiny Members with an update report in 6 months.</p>		
5	MELTON MOWBRAY BUSINESS IMPROVEMENT DISTRICT (BID) RENEWAL BALLOT	Pranali Parikh, Director for Growth & Regeneration	Cabinet NOTED the final business plan and AUTHORISED the Director of Growth and Regeneration to complete the ballot papers for all 17 hereditaments as identified in paragraph 5.2 on behalf of the Council in favour of the BID Proposal.	Non-Key	N/A
6	DESIGN OF DEVELOPMENT SUPPLEMENTARY PLANNING DOCUMENT (SPD)	Jim Worley, Assistant Director for Planning & Delivery	<p>Cabinet</p> <p>1) NOTED the comments received during the consultation period and the amendments made to Design of Development Supplementary Planning Document (SPD) as a result;</p> <p>2) RECOMMENDED to Council that the final version of the Design of Development SPD be adopted as a formal Supplementary Planning Document.</p>	Non Key	N/A
7	MELTON NORTH SUSTAINABLE	Jim Worley, Assistant Director for	<p>Cabinet</p> <p>1) APPROVED the Masterplan for the</p>	Key	20 Oct 2021

	NEIGHBOURHOOD MASTERPLAN	Planning & Delivery	<p>purposes of providing a framework to guide the consideration of future planning applications in the North Sustainable Neighbourhood area, subject to the receipt of a viability assessment that demonstrates its deliverability;</p> <p>2) NOTED that the approval of the Masterplan would support the delivery of the north and east sections of the Melton Mowbray Distributor Road (MMDR) in particular;</p> <p>3) NOTED that the adoption of the Masterplan was part of the package of works required to support Leicestershire County Council in accepting the Homes England Housing Infrastructure Fund (HIF) grant, as set out by their Cabinet on 20 July 2021.</p>		
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Call in

*What is a Key Decision?

A Key Decision is an [executive decision](#) likely to result in the Council:

- Incurring expenditure of £50,000 or more, or;
- Making savings or generate income of £50,000 or more, and/or
- Has a significant impact on two or more wards in the Borough and on communities living or working in those areas.

All Key Decisions will come into effect three working days (not including the date of publishing) after a decision has been published. The last date for call in will be included on the decision notice.

**What happens once a Key Decision has been made?

When a [Key Decision](#) is made the decision shall be published within two clear working days of being made.

Copies of the notice of decision shall be published;

- In hard copy (upon request) at the main offices of the Council.
- By email which will be provided to all members.
- On the website.

All Key Decisions will come into effect three working days (not including the date of publishing) after a decision has been published. The last date for call in will be included on the decision notice.

How can scrutiny members call in a Key Decision?

The call-in request shall be on a completed [call-in request form](#) and include the names and signatures of six members excluding Cabinet Members, the decision making principles it is believed have been breached and also the reasons for this.