

Decision Schedule

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| Meeting name | Cabinet |
| Meeting date | Wednesday 08 March 2023 |
| Date decisions published | Friday 10 March 2023 |

| Item no. | Agenda item | Contact Officer | Decision | *Key/ Non Key | **Last date for call in |
|-----------------|-----------------------|--|--|----------------------|--------------------------------|
| 5 | COST OF LIVING UPDATE | Michelle Howard, Director for Housing and Communities (Deputy Chief Executive) | <p>Cabinet:</p> <ol style="list-style-type: none"> NOTED the actions completed to date to support communities with rising costs of living. ENDORSED the proposed actions for the next 3-6 months through a programme of work to mitigate the impacts of cost-of-living increases for households across the Borough. DELEGATED to the Director for Housing and Communities, in consultation with the Portfolio Holder for People and Communities, authority to finalise a scope and progress procurement and project management arrangements to enable enhanced access to household provisions across the borough through a mobile solution funded through the UK Shared Prosperity Fund. | Key | 15 March 2023 |

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| 6 | DAMP AND MOULD POLICY | Michelle Howard, Director for Housing and Communities (Deputy Chief Executive) | Cabinet: 1. NOTED the approach to preventing, assessing, and responding to damp and mould in the rented sector and action plan to further strengthen this approach. 2. NOTED the positive compliance position in relation to damp and mould in Council Homes. 3. APPROVED the damp and mould policy for Council Homes. | Non-Key | N/A |
| 7 | SERVICE LEADERSHIP AND COLLABORATION - WASTE, ENVIRONMENTAL MAINTENANCE AND REGULATORY SERVICES | Michelle Howard, Director for Housing and Communities (Deputy Chief Executive) | Cabinet: 1. APPROVED a service leadership and collaboration arrangement between Harborough District Council and Melton Borough Council for delivery of Waste and Environmental Maintenance Services from 1st April 2023. 2. DELEGATED authority to the Director for Housing and Communities, in consultation with the Portfolio Holder for Climate, Access and Engagement, authority to: 2.1. Determine and conclude the actions required to establish | Non-Key | N/A |

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| | | | <p>arrangements for a shared leadership post.</p> <p>2.2. Review the shared leadership and collaboration arrangements for Waste and Environmental Maintenance Services within six months, to determine whether a shared approach is extended and to enter into required arrangements to enact this.</p> <p>3. APPROVED a service leadership and collaboration arrangement between Harborough District Council and Melton Borough Council for delivery of Regulatory Services from 1st April 2023.</p> <p>4. DELEGATED to the Director for Growth and Regeneration, in consultation with the Portfolio Holder for Climate, Access and Engagement, authority to:</p> <p>4.1. Determine and conclude the actions required to establish arrangements for a shared leadership</p> | | |
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| | | | <p>post and any subsequent reviews.</p> <p>4.2. Agreed the terms of a reciprocal arrangement for mutual aid with Harborough District Council and record the same in a memorandum of understanding.</p> <p>4.3. Amend the establishments as identified in section 9.10 of this report and undertake recruitment to resource the teams fully.</p> <p>5. NOTED the practical actions required to give lawful effect to the mutual aid arrangement.</p> | | |
| 8 | RISK MANAGEMENT UPDATE | Dawn Garton, Director for Corporate Services | <p>Cabinet:</p> <p>NOTED the content of the report and the updated Strategic Risk Register and associated risk management action plan, as attached at Appendix A.</p> | Non-Key | N/A |
| 9 | LEVELLING UP FUND | Pranali Parikh, Director for Growth and Regeneration | <p>Cabinet:</p> <p>1. NOTED the successful outcome from the Levelling Up Fund (LUF) bid.</p> <p>2. NOTED that in line with prior approvals and the bid submission, that, subject to Rutland County Council (RCC) approval, RCC will be the 'Lead Authority' and accountable body for the</p> | Non-Key | N/A |

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| | | | <p>funding and endorse their acceptance of the required grant agreements with DHLUC.</p> <p>3. Subject to council approval of recommendation 4:</p> <p>3.1. APPROVED entry into the necessary and relevant legal agreements with Rutland County Council to enable Melton Borough Council to access its share of the Levelling Up Fund.</p> <p>3.2. APPROVED entry into an agreement with SMB Group to enable delivery of the theatre project as set out within the bid.</p> <p>3.3. DELEGATED authority to the Director for Corporate Services, in consultation with Portfolio Holder for Growth and Prosperity, to develop, finalise and sign any associated legal documentation in relation to the agreements set out in 2.3.1 and 2.3.2</p> <p>3.4. DELEGATED authority to the Chief</p> | |
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| | | | <p>Executive, in consultation with the Leader of the Council, to agree any necessary amendments with DLUHC to enable the funding to be secured for Melton's projects, should Rutland County Council be unable to fulfil the accountable body role.</p> <p>3.5. NOTED that regular updates on progress on the LUF programme will be provided to the LUF Executive Board</p> <p>4. RECOMMENDED to Council:</p> <p>4.1. The acceptance of Melton's proportion of the LUF funding and approval to enter the capital scheme for the Stockyard project totalling £11.1m to the capital programme for 2023/24 to enable its delivery.</p> <p>4.2. The Approval to provide match funding of £1m through capital receipts, and if not possible, fund through borrowing.</p> | | |
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| | | | 4.3. That authority be delegated to the Director for Corporate Services to update the capital programme with the spend profile across the relevant financial years for the Stockyard project once the detailed budget plan has been prepared. | | |
| 10 | DISPOSAL OF CEMETERY LODGE | Pranali Parikh, Director for Growth and Regeneration | Cabinet: 1. APPROVED the freehold disposal of Cemetery Lodge in accordance with the Asset Disposal Policy. 2. DELEGATED authority for the Director for Growth and Regeneration to finalise and effect the legal documentation in relation to the conditions of sale and transfer of the property. | Key | 15 March 2023 |
| 11 | ALLOCATION OF COMMUNITY GRANTS 2023/24 | Michelle Howard, Director for Housing and Communities (Deputy Chief Executive) | Cabinet: 1. APPROVED the award of Community Grants in line with the Community Grants Policy as set out in the report and detailed in Appendix A. 2. APPROVED utilisation of allocated UKSPF funding to support additional community grant allocations as detailed in | Key | 15 March 2023 |

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| | | | <p>Appendix A.</p> <p>3. DELEGATED to the Director for Housing and Communities, in consultation with the Portfolio Holder for Climate, Access and Engagement, authority to assess and award community grants for the one-off King's Coronation Grants Scheme with the remaining Community Grants budget (£8,796)</p> | | |
| 12 | UKSPF INVESTMENT PLAN UPDATE | Pranali Parikh, Director for Growth and Regeneration | <p>Cabinet:</p> <p>1. CONFIRMED commitment to delivery of the UKSPF Investment plan as previously submitted to Government.</p> <p>2. DELEGATED Authority to Director for Growth and Regeneration, in consultation with the Portfolio Holder for Growth and Prosperity, to authorise spend and undertake decisions, approvals and awards of contract that ensure continued delivery of the UKSPF programme in line with the investment plan. This is to include, not only council led projects, but also where funding needs to be released for delivery by a third party (via grants, commissioning,</p> | Non-Key | N/A |

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| | | | <p>procurement of services etc).</p> <p>3. DELEGATED authority to Director for Growth and Regeneration, in consultation with the Portfolio Holder for Growth and Prosperity, to make amendments to the plan, as required, and to submit change requests to Govt, relating to the delivery of Melton's UKSPF programme, in accordance with the requirements of the fund.</p> <p>4. DELEGATED authority to the Director for Growth and Regeneration, in consultation with the Portfolio holder for Growth and Prosperity, to agree and implement the Council's Business Grant policy and to make any future amendments required to continue to deliver the UKSPF investment plan.</p> | | |
| 13 | LEISURE PROCUREMENT | Pranali Parikh, Director for Growth and Regeneration | <p>Cabinet:</p> <p>1. APPROVED the Leisure Procurement Framework (Appendix A).</p> <p>2. DELEGATED authority to the Director for Housing and Communities, in consultation with the Portfolio holder for People and</p> | Key | 15 March 2023 |

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| | | | <p>Communities, to make minor amendments to the leisure procurement framework and to finalise the associated procurement documentation.</p> <p>3. DELEGATED authority to the Director for Housing and Communities to commence a procurement process to seek a leisure operator for the Council's Leisure Facilities from 1st April 2024.</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.