

# Agenda

<b>Meeting name</b>	<b>Meeting of the Council</b>
<b>Date</b>	<b>Thursday, 27 July 2023</b>
<b>Start time</b>	<b>6.30 pm</b>
<b>Venue</b>	<b>Parkside, Station Approach, Burton Street, Melton Mowbray LE13 1GH</b>
<b>Other information</b>	<b>This meeting is open to the public</b>

Members of the Council are summoned to the above meeting to consider the following items of business.

**Edd de Coverly**  
**Chief Executive**

## Membership

<b>Councillors</b>	A. Hewson (Chair)	J. Adcock
	P. Allnatt	I. Atherton
	S. Atherton	M. Brown
	R. Browne	S. Butcher
	S. Carter	R. Child
	H. Cliff	S. Cox
	P. Cumbers	C. Evans
	A. Freer	M. Glancy
	M. Gordon	M. Graham MBE
	L. Higgins	S. Lumley
	J. Mason	J. Orson
	S. Orson	C. Pitt Miller
	D. Pritchett	R. Sharp
	A. Thwaites	T. Webster

**Quorum:** 14 Councillors

<b>Meeting enquiries</b>	Democratic Services
<b>Email</b>	democracy@melton.gov.uk
<b>Agenda despatched</b>	Wednesday, 19 July 2023

No.	Item	Page No.
1.	<b>APOLOGIES FOR ABSENCE</b>	
2.	<b>MINUTES</b> To confirm the Minutes of the previous meeting held on 24 May 2023.	1 - 10
3.	<b>DECLARATIONS OF INTEREST</b> Members to declare any interest as appropriate in respect of items to be considered at this meeting.	11 - 12
4.	<b>MAYOR'S ANNOUNCEMENTS</b>	
5.	<b>LEADER'S ANNOUNCEMENTS</b>	
6.	<b>PUBLIC QUESTION TIME</b> In accordance with the Constitution, Members of the Council may answer questions from the public of which notice has been given.  No questions were received by the deadline.	
7.	<b>QUESTIONS FROM MEMBERS</b>  In accordance with the Constitution, a Member may ask the Leader, the Chair of the Council or a Committee Chair, a question on any matter in relation to which the Council has powers or duties or which affects the Borough.  Two questions have been received.	
8.	<b>MOTIONS ON NOTICE</b> In accordance with the Constitution, motions on notice must be signed by at least two Members and be about matters for which the Council has a responsibility or which affect the Melton Borough.  The following motion was received from Councillor Allnatt (Seconded by Councillor Graham).  Abuse and personal attacks on elected members is unacceptable and there is evidence that these experiences are forcing good councillors out of local politics and deterring others from running for election. Abuse and unfair criticism of officers fulfilling their duties on behalf of the council is equally unacceptable.  In 2022, the LGA found that seven out of 10 councillors had experienced abuse from the public in the previous year. Further research by the LGA in 2022 reinforced concerns that abuse in public life and public discourse is becoming normalised and	

	<p>seriously impacting civic life and local democracy.</p> <p>The LGA has been working for some time to build a better understanding of the issue of abuse and intimidation of elected members and what individuals, local organisations and national government can do to reverse this trend. Their Debate Not Hate campaign aims to raise public awareness of the role of councillors in their communities, encourage healthy debate and respectful challenge, and improve the responses and support for local politicians facing abuse and intimidation.</p> <p><b>I request that Members join me in supporting the following motion:</b></p> <p><b>That Melton Borough Council joins Councils across the country in supporting the Local Government Association’s Debate Not Hate campaign. In so doing, the Council is setting a clear and positive expectation regarding acceptable behaviour, both within the Council, but also from members of the Community, and wishes to make clear that abuse of Members or Officers, in any form, and directed to any person, is not acceptable.</b></p>	
9.	<p><b>CABINET RECOMMENDATIONS TO COUNCIL - TREASURY MANAGEMENT AND ACTUAL PRUDENTIAL INDICATORS 2022/23</b></p> <p>To receive a report from the Cabinet on recommendations referred to the Council in relation to Treasury Management and Actual Prudential Indicators 2022/23.</p>	13 - 48
10.	<p><b>RECOMMENDATIONS AND REPORTS FROM COMMITTEES - SCRUTINY ANNUAL REPORT 2022/23</b></p> <p>To receive the Scrutiny Annual Report 2022/23 from the Scrutiny Committee.</p>	49 - 80
11.	<p><b>INQUORATE PARISH COUNCIL</b></p> <p>The Monitoring Officer is to present the Inquorate Parish Council report.</p>	81 - 88
12.	<p><b>LOCAL GOVERNMENT BOUNDARY COMMISSION FOR ENGLAND - ELECTORAL REVIEW</b></p> <p>The Chief Executive is to present the Local Government Boundary Commission for England – Electoral Review.</p>	89 - 98
13.	<p><b>CORPORATE STRATEGY 2024-2028</b></p> <p>The Leader of the Council is to present a report on the Corporate Strategy 2024-2028.</p>	99 - 108

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# Minutes

<b>Meeting name</b>	<b>Council</b>
<b>Date</b>	<b>Wednesday, 24 May 2023</b>
<b>Start time</b>	<b>6.30 pm</b>
<b>Venue</b>	<b>Parkside, Station Approach, Burton Street, Melton Mowbray LE13 1GH</b>

## Present:

**Chair** Councillor A. Hewson (Chair)

**Councillors**

J. Adcock	P. Allnatt
I. Atherton	S. Atherton
M. Brown	R. Browne
S. Butcher	S. Carter
R. Child	H. Cliff
S. Cox	P. Cumbers
C. Evans	A. Freer
M. Glancy	M. Gordon
M. Graham MBE	L. Higgins
S. Lumley	J. Mason
J. Orson	S. Orson
C. Pitt Miller	D. Pritchett
R. Sharp	A. Thwaites
T. Webster	

**Officers**

- Chief Executive
- Director for Housing and Communities (Deputy Chief Executive)
- Director for Corporate Services
- Director for Growth and Regeneration
- Deputy Monitoring Officer
- Senior Democratic Services and Scrutiny Officer
- Democratic Services Officer (HA)
- Democratic Services Officer (SE)
- Democratic Services Officer (CT)

Minute No.	Minute
CO1	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>No apologies for absence were received.</p>
CO2	<p><b>MINUTES</b></p> <p>The Minutes of the meeting held on 23 March 2023 and the Minutes of the extraordinary meeting held on 26 April 2023 were confirmed.</p> <p>(9 For, 0 Against, 19 Abstentions)</p>
CO3	<p><b>DECLARATIONS OF INTEREST</b></p> <p>Councillor Butcher declared an other registerable interest in relation to the report on Appointments to Outside Bodies and Working Groups as she is a Director of the Business Improvement District. Butcher</p> <p>Councillor Freer declared an other registerable interest in relation to the report on Appointments to Outside Bodies and Working Groups as she is a Director of the Business Improvement District.</p> <p>A personal interest in respect of Councillor Orson was noted as being on record for any matters which related to the Leicestershire County Council.</p>
CO4	<p><b>MAYOR'S ANNOUNCEMENTS</b></p> <p>The Mayor made the following speech.</p> <p><i>“During my year in office, I have been honoured to represent the people of the Borough at so many events and activities both in Melton and beyond. I have seen at first hand all the good work that goes on behind the scenes to make our community come together for the good of us all.</i></p> <p><i>The fund-raising, ceremonies, businesses and community gatherings have shown me how important it is for people to work together to improve and shape the lives of those who live, work and visit the Borough and at all times, I have seen such huge community spirit across the Borough.</i></p> <p><i>£6,200 has been raised for my nominated charities of Loros and Dove Cottage and I am grateful to all those who have contributed and supported me to reach this amazing sum which will positively impact on the lives of all those using these facilities.</i></p> <p><i>During the year, I have attended over 120 engagements and have felt welcomed and privileged to be invited to so many events.</i></p> <p><i>It has been difficult for me to select just a few events that have stood out but three of them have been momentous occasions for all of us:</i></p> <p><i>Platinum Jubilee – June 2022</i></p> <p><i>The concert in the park was a wonderful day with a great turnout and the sun shone for us too! A beautiful piece of music called Happy and Glorious was especially</i></p>

written for the event by Leigh Baker and there was a competition for the lyrics to the piece run through the Borough's schools. The event involved local school pupils, the Melton Town Band, the Melton Church Choir and the Global Harmony Choir.

#### *The Proclamation – September 2022*

*There was a time of enormous sadness and mourning last September with the passing of the late Her Majesty Queen Elizabeth II. Following this most devastating event, the Council was required to swear its allegiance and make a proclamation to the new King, King Charles III.*

*The Proclamation was held at the Council Offices and although we were still mourning our Queen, it was a ceremonial event full of hope for the future. It was a highlight of my year in office and an experience I will never forget.*

#### *Coronation of King Charles III*

*I also had the privilege of being the Mayor of the Borough for the coronation events of King Charles III just a few weeks ago. I represented the Borough at a service in St Mary's Church alongside the Lord Lieutenant which included the unveiling of the Coronation Oak at Egerton Park and a tour of the Market Place.*

#### *Outgoing Members*

*I would like to pay tribute to the outgoing and recently retired members, some of whom are with us this evening.*

*Each and every one championed the people and needs of their ward as well as enthusiastically taking up their Council appointments.*

*They were all trusted and well-respected Councillors by colleagues and officers alike and their services to the Borough have been much valued and appreciated. I formally thank those previous Members for your service to Melton Borough Council – and for some that service reached over 20 years.*

*I am delighted to present a certificate of recognition to each of the following outgoing Councillors:*

- *Rob Bindloss*
- *Pru Chandler*
- *Ronnie de Burle*
- *Jeanne Douglas*
- *Peter Faulkner*
- *Chris Fisher*
- *Elaine Holmes*
- *John Illingworth*
- *Pam Posnett MBE*
- *Rebecca Smith*
- *Jacob Wilkinson*
- *Philip Wood*

*The Mayor then presented a certificate of recognition to those past Councillors present at the meeting before finishing his speech.*

#### *Arrangements for this evening*

*Finally, should this meeting still be ongoing, a motion will be proposed as we approach 9 pm.*

	<p><i>The purpose of this is so that the Mayoress and I can host our guests for refreshments before reconvening the meeting at 9:30 pm.</i></p> <p><i>Thank you.”</i></p>
CO5	<p><b>ELECTION OF MAYOR</b> (Chief Executive in the Chair)</p> <p>Councillor Glancy proposed Councillor Hewson be elected Mayor of the Borough until the Annual Council meeting in 2024. Councillor Allnatt seconded the motion and Council</p> <p><b>RESOLVED</b></p> <p><b>that Councillor Hewson be elected Mayor of the Borough of Melton for the period until the Annual Council meeting in 2024.</b></p> <p>(27 For, 0 Against, 1 Abstention)</p> <p>Councillor Hewson signed the Declaration of Acceptance of Office, resumed the Chair and thanked Members for re-electing him to the position of Mayor.</p>
CO6	<p><b>ELECTION OF DEPUTY MAYOR</b></p> <p>Councillor S Atherton proposed Councillor Webster be elected Deputy Mayor of the Borough until the Annual Council meeting in 2024. Councillor Graham seconded the motion and Council</p> <p><b>RESOLVED</b></p> <p><b>that Councillor Webster be elected Deputy Mayor of the Borough of Melton for the period until the Annual Council meeting in 2024.</b></p> <p>(27 For, 0 Against, 1 Abstentions)</p> <p>Councillor Webster signed the Declaration of Acceptance of Office and he and his consort, Mrs Webster, were invested with the Chains of Office. Councillor Webster gave thanks for his election as Deputy Mayor.</p>
CO7	<p><b>ELECTION OF LEADER</b></p> <p>Councillor Freer proposed Councillor Graham be elected Leader of the Council until the Annual Council meeting in 2027. Councillor Evans seconded the motion.</p> <p>Councillor Glancy proposed Councillor Allnatt be elected Leader of the Council until the Annual Council meeting in 2027. Councillor Cox seconded the motion.</p> <p>Both candidates made short speeches in favour of their candidacies with Councillor Graham speaking first and Cllr Allnatt speaking after, and Council</p> <p><b>RESOLVED</b></p> <p><b>that Councillor Allnatt be elected Leader of the Council for the period until</b></p>



	<p><b>the Annual Council Meeting in 2027.</b></p> <p>(Graham 11, Allnatt 13, Abstentions 4)</p>
CO8	<p><b>NOTIFICATION BY THE LEADER OF THE APPOINTMENT TO THE CABINET</b></p> <p>Councillor Allnatt thanked Council for electing him Leader of the Council. He stated that he would operate a Cabinet of five Members. This includes himself as Leader and Councillor Glancy as Deputy Leader. Councillors Butcher, Cox and Cumbers will also join the Cabinet.</p> <p>It was noted that the Leader’s Scheme of Delegation including a breakdown of the Portfolios will follow the meeting. Councillor Allnatt then made the following speech.</p> <p><i>“I want to take this opportunity to thank all those who have gone before and have endeavoured to serve our community, something which I do respect.</i></p> <p><i>All Members will start with me with a clean slate. This is not a meritocracy, this is a democracy and every Member who comes to the table comes because they've been elected and have something to say. From me you will get complete patience, perseverance and wherever possible an accommodation for what your opinion happens to be at that time but the election is over and it's been said before and I will repeat it again the public expects us to get on with the job we must all earn that trust and for my part I'm clear that their mandate is for change and for all of us to work together for the common good.</i></p> <p><i>I am honoured and grateful that councillors have put their trust in me to lead this task. Our efforts must be for the whole Borough as well as for the town of Melton, so I do look forward to working with Parish councils who are at the heart of our broader community.</i></p> <p><i>On policy we have already agreed a slimmer Cabinet this will [involve] more focus and better involvement by all Members before decisions are made. To this end, and I think broadly speaking I agree with Councillor Graham on this, what's important is to analyse the problems properly, prepare thoroughly and implement in an orderly manner and that must of course include an eye on the cost of everything and where we go in the long term.</i></p> <p><i>To ensure this happens we believe it is time to review the strong cabinet system and implement a return to either a full committee system or at least a hybrid one under a no overall control. This is a rather pragmatic approach anyway but we believe in a Local Authority of this size is actually rather better than trying to ape some of the larger authorities.</i></p> <p><i>Our policies will be firmly rooted in providing our core services to our communities in a timely, effective and efficient manner. Now I recognise outside of those core facilities there are other things which prey on our minds that some of them are very aspirational and some stretch the capital program to its limits and new members and old members who attended briefings in since the election will be fully aware by now that local government here, and throughout the country, is on a knife edge for the reasons which have been relayed including Covid, the war in Ukraine and other things that ripple through the system and we can't avoid it.</i></p> <p><i>Now I just want to conclude by repeating something I've heard since the election</i></p>

*and it really relates to what's on a lot of minds here and that's the future of the High Street in in Melton and other related matters.*

*Long-standing trades people in the town said that they gave this High Street a year and they were really pessimistic and at the cheese fair I visited in the Stockyard I heard another trader in this Borough reference the fact that he finds no difficulty in selling his products across the country but he finds great difficulty in selling it into Europe, so much so that is now producing the goods in the Middle East. That's not an argument about Brexit, it's just a statement of fact that our local trades people are encountering difficulties. I don't know how true that is, it's what I heard, but I will certainly be looking into that because if it is true I think we as an interested party ought to consider how we can perhaps encourage him not to manufacture his products in the Middle East.*

*I will conclude with one metaphor that I heard many years ago and it was when England were playing Wales at the old Cardiff Arms Park and in those days rugby was a slow-moving game and it had been very muddy and it was bogged down, the ball had hardly got out of the scrum for about 20 minutes and eventually it came out it went to a fly half and he kicked it out of the stadium and 10 minutes later the cry came back we've lost the ball and somebody in the back row said never mind the ball let's get on with the game. The point he was making when I first heard that and I make now, we've got to keep our eye on the ball and that's making certain that everything we do for our community is relevant for the people who have elected us, so that's my plea and that's my resolve to go forward and listen to everybody, look at the facts, look at the alternatives and seek consensus wherever.*

*Thank you, Mr Mayor."*

(At 7:33pm the Mayor adjourned the meeting.)  
(The Mayor reconvened the meeting at 7:46pm.)

CO9

**POLITICAL BALANCE AND ALLOCATION OF SEATS TO POLITICAL GROUPS**

(Prior to the consideration of this report, a revised Appendix A was circulated to Members.)

The Deputy Monitoring Officer introduced the report the political balance and allocation of seats to political groups. Councillor Allnatt moved the recommendations 2.1-2.7 of the report and Councillor Glancy seconded the motion.

**RESOLVED**

**Council**

- (1) APPOINTED the Scrutiny Committee and Standing Committees as set out in paragraph 5.3 for the Municipal Year 2023/24;**
- (2) AGREED the terms of reference and number of voting places on the Scrutiny Committee and Standing Committees as detailed at paragraphs 5.2 – 5.5 for the Municipal Year 2023/24;**
- (3) APPROVED the political balance calculation at paragraphs 5.6 – 5.9;**
- (4) APPROVED the allocation of seats on the Committees as set out in**

paragraph 5.10 and Working Groups as set out in paragraph 5.16.

**(5) RECEIVED nominations and make appointments to Committees and Working Groups as notified by the Group Leaders and set out in Appendix A;**

**(6) AUTHORISED the Monitoring Officer to give effect to the wishes of the group in relation to adjustments to committee appointments where properly notified in accordance with Regulation 13 of the Local Government (Committees and Political Groups) Regulations 1990;**

**(7) APPOINTED non-aligned members to their allocation of seats on Committees and Working Groups as set out in Appendix A;**

(Unanimous)

**Election of the Audit and Standards Committee Chair**

Councillor Glancy proposed Councillor Higgins be elected Chair of the Audit and Standards Committee until the Annual Council meeting in 2024. Councillor Allnatt seconded the motion.

**RESOLVED**

**that Councillor Higgins be elected Chair of the Audit and Standards Committee for the period until the Annual Council meeting in 2024.**

(For 16, Against 0, Abstentions 12)

**Election of the Audit and Standards Committee Vice Chair**

Councillor Glancy proposed Councillor Mason be elected Vice Chair of the Audit and Standards Committee until the Annual Council meeting in 2024. Councillor Allnatt seconded the motion.

**RESOLVED**

**that Councillor Mason be elected Vice Chair of the Audit and Standards Committee for the period until the Annual Council meeting in 2024.**

(For 15, Against 0, Abstentions 13)

**Election of the Employment Committee Chair**

Councillor Glancy proposed Councillor Allnatt be elected Chair of the Employment Committee until the Annual Council meeting in 2024. Councillor Brown seconded the motion.

**RESOLVED**

**that Councillor Allnatt be elected Chair of the Employment Committee for the period until the Annual Council meeting in 2024.**

(For 15, Against 0, Abstentions 13)

**Election of the Employment Committee Vice Chair**

Councillor Allnatt proposed Councillor Glancy be elected Vice Chair of the Employment Committee until the Annual Council meeting in 2024. Councillor Higgins seconded the motion.

**RESOLVED**

**that Councillor Glancy be elected Vice Chair of the Employment Committee for the period until the Annual Council meeting in 2024.**

(For 16, Against 0, Abstentions 12)

**Election of the Licensing Committee Chair**

Councillor Glancy proposed Councillor Carter be elected Chair of the Licensing Committee until the Annual Council meeting in 2024. Councillor Allnatt seconded the motion.

Councillor Graham proposed Councillor S Atherton be elected Chair of the Licensing Committee until the Annual Council meeting in 2024. Councillor Browne seconded the motion.

**RESOLVED**

**that Councillor Carter be elected Chair of the Licensing Committee for the period until the Annual Council meeting in 2024.**

(Carter 15, S Atherton 12, Abstentions 1)

**Election of the Licensing Committee Vice Chair**

Councillor Glancy proposed Councillor Lumley be elected Vice Chair of the Licensing Committee until the Annual Council meeting in 2024. Councillor Allnatt seconded the motion.

**RESOLVED**

**that Councillor Lumley be elected Vice Chair of the Licensing Committee for the period until the Annual Council meeting in 2024.**

(For 16, Against 0, Abstentions 12)

**Election of the Planning Committee Chair**

Councillor Glancy proposed Councillor Thwaites be elected Chair of the Planning Committee until the Annual Council meeting in 2024. Councillor Allnatt seconded the motion.

Councillor Graham proposed Councillor Evans be elected Chair of the Planning Committee until the Annual Council meeting in 2024. Councillor Browne seconded the motion.

**RESOLVED**

**that Councillor Thwaites be elected Chair of the Planning Committee for the period until the Annual Council meeting in 2024.**

	<p>(Thwaites 15, Evans 11, Abstentions 2)</p> <p><b>Election of the Planning Committee Vice Chair</b>  Councillor Allnatt proposed Councillor Mason be elected Vice Chair of the Planning Committee until the Annual Council meeting in 2024. Councillor Glancy seconded the motion.</p> <p><b>RESOLVED</b></p> <p><b>that Councillor Mason be elected Vice Chair of the Planning Committee for the period until the Annual Council meeting in 2024.</b></p> <p>(For 14, Against 0, Abstentions 14)</p> <p><b>Election of the Scrutiny Committee Chair</b>  Councillor Allnatt proposed Councillor Brown be elected Chair of the Scrutiny Committee until the Annual Council meeting in 2024. Councillor Glancy seconded the motion.</p> <p>Councillor Graham proposed Councillor Child be elected Chair of the Scrutiny Committee until the Annual Council meeting in 2024. Councillor Browne seconded the motion.</p> <p><b>RESOLVED</b></p> <p><b>that Councillor Brown be elected Chair of the Scrutiny Committee for the period until the Annual Council meeting in 2024.</b></p> <p>(Brown 13, Child 11, Abstentions 4)</p> <p>Election of the Scrutiny Committee Vice Chair  Councillor Glancy proposed Councillor Thwaites be elected Vice Chair of the Scrutiny Committee until the Annual Council meeting in 2024. Councillor Allnatt seconded the motion.</p> <p><b>RESOLVED</b></p> <p><b>that Councillor Thwaites be elected Vice Chair of the Scrutiny Committee for the period until the Annual Council meeting in 2024.</b></p> <p>(For 16, Against 0, Abstentions 12)</p>
CO10	<p><b>SCHEME OF DELEGATION AND THE CONSTITUTION</b>  The Deputy Monitoring Officer introduced a report on the Scheme of Delegation and the Constitution. Councillor Allnatt moved the recommendations of the report and Councillor Glancy seconded the motion.</p> <p><b>RESOLVED</b></p> <p><b>Council</b></p> <p><b>(1) APPROVED the Officer Scheme of Delegation.</b></p>

	<p><b>(2) CONFIRMED the Constitution.</b></p> <p>(Unanimous)</p>
CO11	<p><b>PROGRAMME OF MEETINGS 2023/24</b></p> <p>The Deputy Monitoring Officer introduced the report on the Programme of Meetings for the Municipal Year 2023/24. Councillor Allnatt moved the recommendations of the report and Councillor Glancy seconded the motion.</p> <p><b>RESOLVED</b></p> <p><b>Council</b></p> <p><b>APPROVED the Programme of Meetings for the Municipal Year 2023/24.</b></p> <p>(Unanimous)</p>
CO12	<p><b>APPOINTMENT TO OUTSIDE BODIES AND WORKING GROUPS</b></p> <p>The Deputy Monitoring Officer introduced the report on appointments to outside bodies and working groups. Councillor Allnatt moved the recommendations of the report and Councillor Glancy seconded the motion.</p> <p><b>RESOLVED</b></p> <p><b>Council</b></p> <p><b>(1) NOTED the appointments in Column A of Appendix A (designated according to the role/portfolio holder/ward member).</b></p> <p><b>(2) APPOINTED representatives to serve on the outside bodies and working groups listed at Appendix A (other than those in Column A).</b></p> <p><b>(3) AGREED the proposed allocation of seats on the Constitution Review Working Group and the Climate Change Emergency Working Group as indicated in Appendix A.</b></p> <p>(Unanimously)</p>

The meeting closed at: 8.28 pm

Mayor

## MEMBER INTERESTS

### Do I have an interest?

#### 1 DISCLOSABLE PECUNIARY INTERESTS (DPIs)

A “Disclosable Pecuniary Interest” is any interest described as such in the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 and includes an interest of yourself, or of your Spouse/Partner (if you are aware of your Partner's interest) that falls within the following categories: Employment, Trade, Profession, Sponsorship, Contracts, Land/Property, Licences, Tenancies and Securities.

A Disclosable Pecuniary Interest is a Registerable Interest. Failure to register a DPI is a criminal offence so register entries should be kept up-to-date.

#### 2 OTHER REGISTERABLE INTERESTS (ORIs)

An “Other Registerable Interest” is a personal interest in any business of your authority which relates to or is likely to affect:

- a) any body of which you are in general control or management and to which you are nominated or appointed by your authority; or
- b) any body
  - (i) exercising functions of a public nature
  - (ii) any body directed to charitable purposes or
  - (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union)

#### 3 NON-REGISTRABLE INTERESTS (NRIs)

“Non-Registrable Interests” are those that you are not required to register but need to be disclosed when a matter arises at a meeting which directly relates to your financial interest or wellbeing or a financial interest or wellbeing of a relative or close associate that is not a DPI.

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**In each case above, you should make your declaration at the beginning of the meeting or as soon as you become aware. In any other circumstances, where Members require further advice they should contact the Monitoring Officer or Deputy Monitoring Officer in advance of the meeting.**

# Declarations and Participation in Meetings

## 1 DISCLOSABLE PECUNIARY INTERESTS (DPIs)

- 1.1 Where a matter arises at a meeting which **directly relates** to one of your Disclosable Pecuniary Interests which include both the interests of yourself and your partner then:
- a) you must disclose the interest;
  - b) not participate in any discussion or vote on the matter; and
  - c) must not remain in the room unless you have been granted a Dispensation.

## 2 OTHER REGISTERABLE INTERESTS (ORIs)

- 2.1 Where a matter arises at a meeting which **directly relates** to the financial interest or wellbeing of one of your Other Registerable Interests i.e. relating to a body you may be involved in:
- a) you must disclose the interest
  - b) may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter; and
  - c) must not remain in the room unless you have been granted a Dispensation.

## 3 NON-REGISTRABLE INTERESTS (NRIs)

- 3.1 Where a matter arises at a meeting, which is not registrable but may become relevant when a particular item arises i.e. interests which relate to you and /or other people you are connected with (e.g. friends, relative or close associates) then:
- a) you must disclose the interest;
  - b) may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter; and
  - c) must not remain in the room unless you have been granted a Dispensation.

## 4 BIAS

- 4.1 Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias. If you have been involved in an issue in such a manner or to such an extent that the public are likely to perceive you to be biased in your judgement of the public interest (bias):
- a) you should not take part in the decision-making process
  - b) you should state that your position in this matter prohibits you from taking part
  - c) you should leave the room.

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**In each case above, you should make your declaration at the beginning of the meeting or as soon as you become aware. In any other circumstances, where Members require further advice they should contact the Monitoring Officer or Deputy Monitoring Officer in advance of the meeting.**





## Council

27 July 2023

### Cabinet Recommendations to Council - Treasury Management Annual Report 2022/23

<b>Report Author:</b>	<b>David Scott</b> , Assistant Director for Resources 01664 502448 dscott@melton.gov.uk
<b>Chief Officer Responsible:</b>	<b>Dawn Garton</b> , Director for Corporate Services 01664 502444 DGarton@melton.gov.uk
<b>Lead Member/Relevant Portfolio Holder</b>	<b>Councillor Sarah Cox</b> - Portfolio Holder for Corporate Finance, Property and Resources

<b>Corporate Priority:</b>	Ensuring the right conditions to support delivery (inward)
<b>Relevant Ward Member(s):</b>	N/A
<b>Date of consultation with Ward Member(s):</b>	N/A
<b>Exempt Information:</b>	No

#### 1 Summary

- 1.1 The report provides a summary of the Treasury activities in 2022/23. The report also covers the actual position on the Prudential Indicators in accordance with the Prudential Code.

#### 2 Recommendations

##### That Council:

**2.1 Approves the Treasury Management Annual Report for 2022/23.**

**2.2 Notes the actual position on Prudential Indicators for 2022/23.**

### **3 Reason for Recommendations**

- 3.1 The Annual Treasury Report is a requirement of the Council's reporting procedures.
- 3.2 The report meets the requirements of both the CIPFA Code of Practice on Treasury Management and the CIPFA Prudential Code for Capital Finance in Local Authorities. The Council is required to comply with both codes through Regulations issued under the Local Government Act 2003.

### **4 Background**

- 4.1 Cabinet considered the Treasury Management Annual Report 2022/23 at their meeting on 19 July 2023 and made recommendations to Council, as outlined in section 1.

### **5 Main Considerations**

- 5.1 As outlined in the Treasury Management Annual Report 2022/23 (Appendix 1).

### **6 Options Considered**

- 6.1 As outlined in the Treasury Management Annual Report 2022/23 (Appendix 1).

### **7 Consultation**

- 7.1 As outlined in the Treasury Management Annual Report 2022/23 (Appendix 1).

### **8 Next Steps – Implementation and Communication**

- 8.1 As outlined in the Treasury Management Annual Report 2022/23 (Appendix 1).

### **9 Financial Implications**

- 9.1 As outlined in the Treasury Management Annual Report 2022/23 (Appendix 1).

**Financial Implications reviewed by: See Appendix 1**

### **10 Legal and Governance Implications**

- 10.1 As outlined in the Treasury Management Annual Report 2022/23 (Appendix 1).

**Legal Implications reviewed by: See Appendix 1**

### **11 Equality and Safeguarding Implications**

- 11.1 As outlined in the Treasury Management Annual Report 2022/23 (Appendix 1).

### **12 Data Protection Implications (Mandatory)**

- 12.1 As outlined in the Treasury Management Annual Report 2022/23 (Appendix 1).

### **13 Community Safety Implications**

- 13.1 As outlined in the Treasury Management Annual Report 2022/23 (Appendix 1).

### **14 Environmental and Climate Change Implications**

- 14.1 As outlined in the Treasury Management Annual Report 2022/23 (Appendix 1).

### **15 Other Implications (where significant)**

- 15.1 As outlined in the Treasury Management Annual Report 2022/23 (Appendix 1).

## **16 Risk & Mitigation**

16.1 As outlined in the Treasury Management Annual Report 2022/23 (Appendix 1).

## **17 Background Papers.**

17.1 As outlined in the Treasury Management Annual Report 2022/23 (Appendix 1).

## **18 Appendices**

18.1 Appendix 1 – Treasury Management Annual Report 2022/23

18.2 Appendix A – Annual Treasury Management Review 2022/23

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# Cabinet

19 July 2023

## Treasury Management Annual Report 2022-23

<b>Report Author:</b>	<b>David Scott</b> , Assistant Director for Resources 01664 502448 dscott@melton.gov.uk
<b>Chief Officer Responsible:</b>	<b>Dawn Garton</b> , Director for Corporate Services 01664 502444 dgarton@melton.gov.uk
<b>Lead Member/Relevant Portfolio Holder</b>	Sarah Cox, Portfolio Holder for Corporate Finance, Property and Resources

<b>Corporate Priority:</b>	Ensuring the right conditions to support delivery (inward)
<b>Relevant Ward Member(s):</b>	N/A
<b>Date of consultation with Ward Member(s):</b>	N/A
<b>Exempt Information:</b>	No
<b>Key Decision:</b>	No
<b>Subject to call-in:</b>	No Not key decision

### Summary

- 1.1 The report provides a summary of the Treasury activities in 2022-23. The report also covers the actual position on the Prudential Indicators in accordance with the Prudential Code

## 2 Recommendations

**That Cabinet recommends to Council:**

- 1. Approve the Treasury Management Annual Report for 2022-23**
- 2. Note the actual position on Prudential Indicators for 2022-23**

## 3 Reason for Recommendations

- 3.1 It is important that Cabinet are aware of the Council's Treasury Management performance to ensure they can make informed decisions that protect the Council's financial assets while taking regard of financial stability and potential returns.
- 3.2 The Annual Treasury Report is a requirement of the Council's reporting procedures.
- 3.3 The report meets the requirements of both the CIPFA Code of Practice on Treasury Management and the CIPFA Prudential Code for Capital Finance in Local Authorities. The Council is required to comply with both codes through Regulations issued under the Local Government Act 2003.

## 4 Background

- 4.1 The Treasury Management Code of Practice is reviewed and the Strategy is approved at the start of each financial year. The following documents in respect of the 2022-23 financial year were approved by the Council as part of the budget setting process on 24 February 2022:
  - Borrowing and Investment Objectives
  - Capital Finance Objectives
  - Investment and Borrowing Strategies
  - Borrowing Limits
- 4.2 Updates have been provided to Members during the year through the portfolio holder updates alongside the mid-year reporting process.
- 4.3 Continued changes in the regulatory environment place a much greater onus on Members for the review and scrutiny of treasury management policy and activities. This report is important in that respect, as it provides details of the year end position for treasury activities and highlights compliance with the Council's policies previously approved by members. The Council has complied with the requirement of the Code to give prior scrutiny to all of the above treasury management reports by this meeting before they are reported to the Council.
- 4.4 During 2022-23 the Council complied with the legislation and regulatory requirements which limit the levels of risk associated with its Treasury Management activities. In particular its adoption and implementation of both the Prudential Code and the Code of Practice for Treasury Management means that its capital expenditure was prudent, affordable and sustainable and its treasury practices demonstrated a low risk approach.
- 4.5 The key prudential indicators for the year, with comparators, are as follows:

Prudential and treasury indicators	2021/22 Actual £'000	2022/23 Latest Budget £'000	2022/23 Actual £'000
Capital expenditure	2,916	8,510	4,314
Capital Financing Requirement:			
• Non-HRA	77	304	54
• HRA	31,484	31,484	31,484
• Total	31,561	31,778	31,538
Gross borrowing	31,413	31,663	31,413
Debt	77	54	54
Total	31,490	31,717	31,467
Investments:			
Less than 1 year	20,900	17,500	17,620
Longer than 1 year	2,000 (Property Fund)	2,000 (Property Fund)	2,000 (Property Fund)

- 4.6 No borrowing was undertaken for any further purpose and the Council's maximum actual borrowing position of £31.413m was within its Statutory Borrowing Limit and the Authorised Limit of £46m. At 31 March 2023, the Council's external debt was £31.467m (£31.490m at 31 March 2022) and its investments totalled £19.6 (£26.5m at 31 March 2022).
- 4.7 The anticipated level of investments in 2022-23 was forecast at £19.5m in February 2022 which is in line with the actual year end balance as at 31 March 23.
- 4.8 The Annual Report provides comprehensive detail of the activities undertaken on treasury management during the last financial year. It provides, at Appendix A, the performance of the prudential indicators against the indices set by the Council as part of the budget setting process.
- 4.9 The key areas to note are:
- The ratio of the financing costs to the net revenue stream has increased in respect of the General Fund (-6.61% in 2022-23 compared to -6.41% in 2021-22) and decreased marginally in respect of HRA (31.02% in 2022-23 compared to 33.42% in 2021-22 as per Appendix A), which is mainly down to the increase income from investment returns. On the general fund there are no financing costs (i.e. no debt) therefore the financing ratio is shown as negative figure with no debt to be serviced but income generated from reserve balances.
  - The gross borrowing, except in the short term, should not exceed the CFR. This is to ensure that borrowing levels are prudent and, over the medium term, the Council's external borrowing, net of investments, is only utilised for a capital purpose. As at 31 March 2023 gross borrowing was below the CFR, primarily due to a small amount of internal borrowing on the HRA.

- c) The overall investment rate of return was 2.19% compared to 0.47% in 2021-22.
  - d) The level of balances available for investment were broadly in line with those anticipated but due to the emerging and rapid increase of interest and investment rates in year, above the budget assumption of 0.74%, a significant amount of additional income was achieved. The overall rate of return for 2022/23 was 2.19% which generated additional income of £419k over the original budget. This is across both the General Fund and HRA.
- 4.10 The 2022-23 financial year has continued to be a testing and difficult economic environment with the cost-of-living crisis which has seen the cost of delivering services, pay, utilities etc increasing significantly but from a treasury perspective the rise in inflation has seen an associated increase in the bank interest rate as a mechanism to try and slow down / reduce inflation has been positive. This has led to interest rates increasing rapidly and as outlined above resulting in additional income being generated which has helped offset some of the additional costs the council has faced.
- 4.11 The investment portfolio has continued to incorporate more diversification in terms of both counterparty and maturity. As interest rates continued to rise the council will continue to monitor its investment options and maturity length. In order to maximise investment returns the Council continues to hold £2m in a CCLA property fund which has generated positive returns for the Council.

### **Implementation of IFRS9**

- 4.12 The implementation of IFRS9 has resulted in a change in the treatment of the £2m investment in the CCLA property fund, such that fluctuations in the value of the fund now impact on the Surplus or Deficit on the Provision of Services.
- 4.13 Following consultation, the MHLG have introduced a mandatory statutory override to mitigate any effect on the General Fund which has recently been extended for a further 2 years until 2025 to allow councils time to adjust their portfolio of investments, if that is felt necessary.
- 4.14 In previous years there was a fluctuation in the valuation of the property fund and as the market has reacted to the cost of living and inflationary pressures there has been a downturn in property rates resulting in a decrease in the valuation of the property fund resulting in a notional loss in the fund of £152k. If it were not for the statutory override this loss would have needed to be recognised in the income and expenditure account and would have impact on the overall net cost of the Council. There have been signs in recent months the markets are starting to recover as inflation starts to reduce and therefore the notional loss should improve. Due to the risks around this type of investment the Council has previously approved the establishment of a reserve in order to help offset any potential deficits that might arise in future should the statutory override be removed. At the end of 2022-23 the balance in this reserve stood at £120k, which can be called on in the future if required. In light of the recent downturn in the value of the fund this reserve will be reviewed.
- 4.15 A property fund by its very nature is a long-term investment in terms of potential fluctuations in asset values but since the initial investment was made in 2017 the council has received investment income of just under £500k which has supported the revenue budget.



## **5 Main Considerations**

5.1 Considerations have been addressed in paragraph 4 to this report.

## **6 Options Considered**

6.1 No other options considered. If the report was not provided councillors would not be aware of ongoing developments and therefore would not be able to represent their residents effectively.

## **7 Consultation**

7.1 Consultation has been undertaken with the portfolio holder regarding the position for the 2022-23 financial year

## **8 Next Steps – Implementation and Communication**

8.1 This report will be submitted to the Council meeting on 27<sup>th</sup> July 2023.

## **9 Financial Implications**

9.1 The Treasury Management Strategy and Policy are core financial policies which underpin all the work of the Treasury Management function and incorporate any implications arising from the capital programme.

9.2 Following a period of suppressed interest rates there has been a period of positivity with rates unexpectedly increasing significantly in early 2022 after the budget was set with 12 month rates now up to over 5%. It is still early in the financial year but interest rates have continued to increase and with the recent base rate change there is likely to be a gain on investment income over the level budgeted. This will be helpful to support some of the other in year pressures the Council is facing and therefore officers will continue to maximise returns (in accordance with the strategy) over the course of the current financial year. The downturn to this is that borrowing rates have also increased and should the Council look to borrow the costs of borrowing will of course be much higher than it was.

**Financial Implications reviewed by: Director for Corporate Services**

## **10 Legal and Governance Implications**

10.1 The Local Government Act 2003, section 15(1), requires a local authority "...to have regard (a) to such guidance as the Secretary of State may issue, and (b) to such other guidance as the Secretary of State may by regulations specify...".

10.2 The guidance on investments in the main part of this document is issued under section 15(1) of the 2003 Act and authorities are therefore required to have regard to it.

10.3 Two codes of practice issued by the Chartered Institute of Public Finance and Accountancy (CIPFA) contain investment guidance which complements Ministry for Housing, Communities and Local Government (now Department for Levelling Up, Housing and Communities) guidance. These publications are:

- Treasury Management in the Public Services: Code of Practice and Cross Sectoral Guidance Notes
- The Prudential Code for Capital Finance in Local Authorities

Local authorities are required to have regard to the current editions of the CIPFA codes by regulations 2 and 24 of the Local Authorities (Capital Finance and Accounting) (England) Regulations 2003 [SI 3146]

**Legal Implications reviewed by: Natasha Taylor, Deputy Monitoring Officer 23.06.23**

## 11 Equality and Safeguarding Implications

11.1 There are no direct equality or safeguarding issues arising from this report.

## 12 Community Safety Implications

12.1 There are no direct links to community safety arising from this report.

## 13 Environmental and Climate Change Implications

13.1 No implications have been identified but members may wish to note the council has an investment in a green and sustainable product that is focused around sustainable economic growth investment.

## 14 Other Implications (where significant)

14.1 No other implications have been identified.

## 15 Risk & Mitigation

15.1 These are assessed as part of the Corporate Services Risk Register

Risk No	Risk Description	Likelihood	Impact	Risk
1	Loss of investment income during 2023-24 as result of change in interest rates	Low	Marginal	Low Risk
2	Reduction in the valuation of the Councils Property Fund investment resulting. The Treasury Management Policy has various limits in place in order to mitigate any likelihood of loss to the Council. A fund has	Low	Marginal	Low Risk

	been established to mitigate any losses in the property fund			
--	--	--	--	--

		Impact / Consequences			
		Negligible	Marginal	Critical	Catastrophic
Likelihood	Score/ definition	1	2	3	4
	6 Very High				
	5 High				
	4 Significant				
	3 Low		1, 2		
	2 Very Low				
	1 Almost impossible				

Risk No	Mitigation
1	Continue to maximise returns in line with the Treasury management investment strategy
2	Establishment of a property fund reserve to help mitigate any losses in the future should they need to be charged direct to the revenue account in line with any change in accounting rules.

## 16 Background Papers

16.1 [Treasury Management Strategy Statement 2022/23 \(Minute CO66 – Appendix A\)](#)

## 17 Appendices

17.1 Appendix A – Annual Treasury Management Review 2022-23

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# **Annual Treasury Management Review**

## **2022/23**

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Melton Borough Council  
July 2023

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# Annual Treasury Management Review 2022/23

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## Purpose

This Council is required by regulations issued under the Local Government Act 2003 to produce an annual treasury management review of activities and the actual prudential and treasury indicators for 2022/23. This report meets the requirements of both the CIPFA Code of Practice on Treasury Management, (the Code), and the CIPFA Prudential Code for Capital Finance in Local Authorities, (the Prudential Code).

During 2022/23 the minimum reporting requirements were that the full Council should receive the following reports:

- an annual treasury strategy in advance of the year (Council 24/02/2022)
- a mid-year, (minimum), treasury update report (Council 20/12/2022)
- an annual review following the end of the year describing the activity compared to the strategy, (this report)

The regulatory environment places responsibility on members for the review and scrutiny of treasury management policy and activities. This report is, therefore, important in that respect, as it provides details of the outturn position for treasury activities and highlights compliance with the Council's policies previously approved by members.

This Council confirms that it has complied with the requirement under the Code to give prior scrutiny to all of the above treasury management reports by the Cabinet before they were reported to the full Council. Member training on treasury management issues was undertaken during the year in July 2022 in order to support members' scrutiny role. Further training will be undertaken in 2023/24 following the elections in 2023.

## Executive Summary

During 2022/23, the Council complied with its legislative and regulatory requirements. The key actual prudential and treasury indicators detailing the impact of capital expenditure activities during the year, with comparators, are as follows:

Prudential and treasury indicators	31.3.22 Actual £'000	2022/23 Latest Approved £'000	31.3.23 Actual £'000
Capital expenditure			
• Non-HRA	559	2,615	867
• HRA	1,950	5,895	3,448
• Total	2,509	8,510	4,314
Capital Financing Requirement:			
• Non-HRA	66	304	54
• HRA ( <i>if applicable</i> )	31,484	31,484	31,484
• Total	31,550	31,788	31,538
Gross borrowing	31,413	31,663	31,413
External debt	66	54	54
Investments			
• Longer than 1 year	2,000	2,000	2,000
• Under 1 year	24,500	17,500	17,620
• Total	26,500	19,500	19,620
Net borrowing	4,913	12,163	11,793

Other prudential and treasury indicators are to be found in the main body of this report. The Director for Corporate Services also confirms that borrowing was only undertaken for a capital purpose and the statutory borrowing limit, (the authorised limit), was not breached.



## Introduction and Background

This report summarises the following:-

- Capital activity during the year;
- Impact of this activity on the Council's underlying indebtedness, (the Capital Financing Requirement);
- The actual prudential and treasury indicators;
- Overall treasury position identifying how the Council has borrowed in relation to this indebtedness, and the impact on investment balances;
- Summary of interest rate movements in the year;
- Detailed debt activity; and
- Detailed investment activity.

### 1. The Council's Capital Expenditure and Financing

The Council undertakes capital expenditure on long-term assets. These activities may either be:

- Financed immediately through the application of capital or revenue resources (capital receipts, capital grants, revenue contributions etc.), which has no resultant impact on the Council's borrowing need; or
- If insufficient financing is available, or a decision is taken not to apply resources, the capital expenditure will give rise to a borrowing need.

The actual capital expenditure forms one of the required prudential indicators. The table below shows the actual capital expenditure and how this was financed.

£'000 General Fund	31.3.22 Actual	2022/23 Latest Approved Budget	31.3.23 Actual
<b>Capital expenditure</b>	<b>559</b>	<b>2,615</b>	<b>867</b>
Financed in year	559	2,365	867
<b>Unfinanced capital expenditure</b>	<b>0</b>	<b>250</b>	<b>0</b>

£'000 HRA	31.3.22 Actual	2022/23 Latest Approved Budget	31.3.23 Actual
<b>Capital expenditure</b>	<b>1,950</b>	<b>5,895</b>	<b>3,448</b>
Financed in year	1,950	5,895	3,448
<b>Unfinanced capital expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>

## 2. The Council's Overall Borrowing Need

The Council's underlying need to borrow for capital expenditure is termed the Capital Financing Requirement (CFR). This figure is a gauge of the Council's indebtedness. The CFR results from the capital activity of the Council and resources used to pay for the capital spend. It represents the 2022/23 unfinanced capital expenditure (see above table), and prior years' net or unfinanced capital expenditure which has not yet been paid for by revenue or other resources.

Part of the Council's treasury activities is to address the funding requirements for this borrowing need. Depending on the capital expenditure programme, the treasury service organises the Council's cash position to ensure that sufficient cash is available to meet the capital plans and cash flow requirements. This may be sourced through borrowing from external bodies, (such as the Government, through the Public Works Loan Board [PWLB], or the money markets), or utilising temporary cash resources within the Council.

**Reducing the CFR** – the Council's (non HRA) underlying borrowing need (CFR) is not allowed to rise indefinitely. Statutory controls are in place to ensure that capital assets are broadly charged to revenue over the life of the asset. The Council is required to make an annual revenue charge, called the Minimum Revenue Provision – MRP, to reduce the CFR. This is effectively a repayment of the non-Housing Revenue Account (HRA) borrowing need, (there is no statutory requirement to reduce the HRA CFR). This differs from the treasury management arrangements which ensure that cash is available to meet capital commitments. External debt can also be borrowed or repaid at any time, but this does not change the CFR.

The total CFR can also be reduced by:

- the application of additional capital financing resources, (such as unapplied capital receipts); or
- charging more than the statutory revenue charge (MRP) each year through a Voluntary Revenue Provision (VRP).

The Council's 2022/23 MRP Policy, (as required by DLUHC Guidance), was approved as part of the Treasury Management Strategy Report for 2022/23 on 24/02/2022.

The Council's CFR for the year is shown below, and represents a key prudential indicator.

CFR (£'000): General Fund	31.3.22 Actual	2022/23 Budget	31.3.23 Actual
Opening balance	77	66	66
Add unfinanced capital expenditure (as above)	0	250	0
Less PFI & finance lease repayments	(11)	(12)	(12)
Closing balance	66	304	54

CFR (£'000): HRA	31.3.22 Actual	2022/23 Budget	31.3.23 Actual
Opening balance	31,484	31,484	31,484
Closing balance	31,484	31,484	31,484

Borrowing activity is constrained by prudential indicators for gross borrowing and the CFR, and by the authorised limit.

**Gross borrowing and the CFR** - in order to ensure that borrowing levels are prudent over the medium term and only for a capital purpose, the Council should ensure that its gross external borrowing does not, except in the short term, exceed the total of the capital financing requirement in the preceding year (2022/23) plus the estimates of any additional capital financing requirement for the current (2023/24) and next two financial years. This essentially means that the Council is not borrowing to support revenue expenditure. Had it been required this indicator allowed the Council some flexibility to borrow in advance of its immediate capital needs in 2022/23. The table below highlights the Council's gross borrowing position against the CFR. The Council has complied with this prudential indicator.

	31.3.22 Actual £'000	2022/23 Budget £'000	31.3.23 Actual £'000
Gross borrowing position	31,479	31,717	31,467
CFR	31,550	31,788	31,538
(Under) / over funding of CFR	(71)	(71)	(71)

**The authorised limit** - the authorised limit is the "affordable borrowing limit" required by s3 of the Local Government Act 2003. Once this has been set, the Council does not have the power to borrow above this level. The table below demonstrates that during 2022/23 the Council has maintained gross borrowing within its authorised limit.

**The operational boundary** – the operational boundary is the expected borrowing position of the Council during the year. Periods where the actual position is either below or over the boundary are acceptable subject to the authorised limit not being breached.

**Actual financing costs as a proportion of net revenue stream** - this indicator identifies the trend in the cost of capital, (borrowing and other long term obligation costs net of investment income), against the net revenue stream.

	2022/23 £'000
Authorised limit	46,000
Maximum gross borrowing position during the year	31,467
Operational boundary	34,000
Average gross borrowing position	31,467
Financing costs as a proportion of net revenue stream:	
General Fund	-6.61%
HRA	31.02%

### 3. Treasury Position as at 31st March 2023

The Council's treasury management debt and investment position is organised by the treasury management service in order to ensure adequate liquidity for revenue and capital activities, security for investments and to manage risks within all treasury management activities. Procedures and controls to achieve these objectives are well established both through member reporting detailed in the summary, and through officer activity detailed in the Council's Treasury Management Practices. At the end of 2022/23 the Council's treasury, (excluding borrowing by PFI and finance leases), position was as follows:

DEBT PORTFOLIO	31.3.22 Principal £'000	Rate/ Return	Average Life yrs	31.3.23 Principal £'000	Rate/ Return	Average Life yrs
Fixed rate funding:						
-PWLB	31,413	3.72%	27	31,413	3.72%	26
CFR (excluding finance lease)	31,484			31,484		
Over / (under) borrowing	(71)			(71)		
<b>Total investments</b>	<b>26,500</b>	<b>0.47%</b>	<b>£24.5m under 1yr £2m over 1yr</b>	<b>19,620</b>	<b>2.19%</b>	<b>£17.6m under 1yr £2m over 1yr</b>
<b>Net debt</b>		<b>1.02%</b>			<b>2.37%</b>	

The maturity structure of the debt portfolio was as follows:

	31.3.22 Actual £'000	31.3.23 Actual £'000
Up to 24 months	0	98
24 months and within 5 years	4,098	4,000
5 years and within 10 years	600	600
10 years and within 20 years	0	5,000
20 years and within 30 years	10,000	10,340
30 years and within 40 years	10,840	11,375
40 years and within 50 years	5,875	0

The maturity structure of the investment portfolio was as follows:

	31.3.22 Actual £000	2022/23 Budget £000	31.3.23 Actual £000
Investments			
Longer than 1 year	2,000	2,000	2,000
Up to 1 year	24,500	17,500	17,620
<b>Total</b>	<b>26,500</b>	<b>19,500</b>	<b>19,620</b>

## 4. The Strategy for 2022/23

### 4.1 Investment strategy and control of interest rate risk

**The following commentary has been provided by the Council's Treasury Management advisors:**

Investment returns picked up throughout the course of 2022/23 as central banks, including the Bank of England, realised that inflationary pressures were not transitory, and that tighter monetary policy was called for.

Starting April at 0.75%, Bank Rate moved up in stepped increases of either 0.25% or 0.5%, reaching 4.25% by the end of the financial year, with the potential for a further one or two increases in 2023/24.

The sea-change in investment rates meant local authorities were faced with the challenge of proactive investment of surplus cash for the first time in over a decade, and this emphasised the need for a detailed working knowledge of cashflow projections so that the appropriate balance between maintaining cash for liquidity purposes, and "laddering" deposits on a rolling basis to lock in the increase in investment rates as duration was extended, became an on-going feature of the investment landscape.

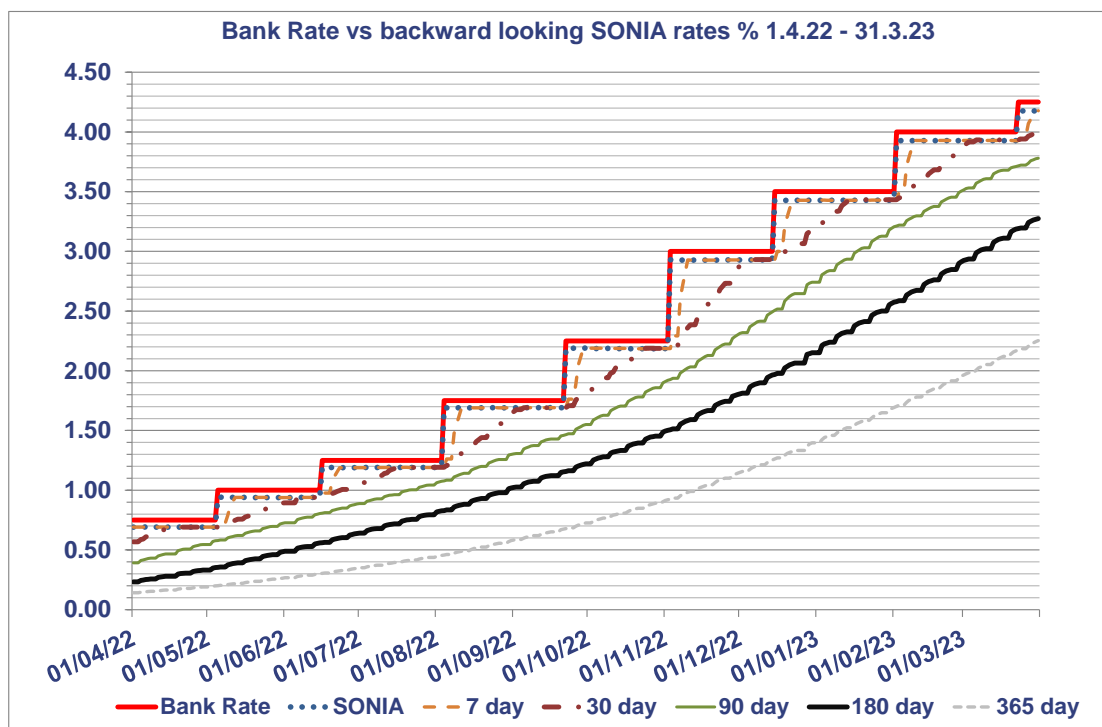
With bond markets selling off, equity valuations struggling to make progress and, latterly, property funds enduring a wretched Q4 2022, the more traditional investment options, such as specified investments (simple to understand, and less than a year in duration) became more actively used.

Meantime, through the autumn, and then in March 2023, the Bank of England maintained various monetary policy easing measures as required to ensure specific markets, the banking system and the economy had appropriate levels of liquidity at times of stress.

Nonetheless, while the Council has taken a cautious approach to investing, it is also fully appreciative of changes to regulatory requirements for financial institutions in terms of additional capital and liquidity that came about in the aftermath of the Great Financial Crisis of 2008/9. These requirements have provided a far stronger basis for financial institutions, with annual stress tests by regulators evidencing how institutions are now far more able to cope with extreme stressed market and economic conditions.

The graph and table below provides a summary of the movement in interest rates and the associated change in investment returns over the twelve months. i.e as bank rate has increased the rate of return has also increased for investments.

## Investment Benchmarking Data – Sterling Overnight Index Averages (Backward-looking) 2022/23



FINANCIAL YEAR TO QUARTER ENDED 31/03/2023							
	Bank Rate	SONIA	7 day	30 day	90 day	180 day	365 day
High	4.25	4.18	4.18	4.00	3.78	3.27	2.25
High Date	23/03/2023	31/03/2023	31/03/2023	31/03/2023	31/03/2023	31/03/2023	31/03/2023
Low	0.75	0.69	0.69	0.57	0.39	0.23	0.14
Low Date	01/04/2022	28/04/2022	29/04/2022	01/04/2022	01/04/2022	01/04/2022	01/04/2022
Average	2.30	2.24	2.20	2.09	1.81	1.42	0.90
Spread	3.50	3.49	3.49	3.43	3.39	3.04	2.11

### 4.2 Borrowing strategy and control of interest rate risk

During 2022/23, the Council maintained an under-borrowed position. This meant that the capital borrowing need, (the Capital Financing Requirement), was not fully funded with loan debt as cash supporting the Council's reserves, balances and cash flow was used as an interim measure. This strategy was prudent as investment returns were initially low and minimising counterparty risk on placing investments also needed to be considered.

A cost of carry generally remained in place during the year on any new long-term borrowing that was not immediately used to finance capital expenditure, as it would have caused a temporary increase in cash balances; this would have incurred a revenue cost – the difference between (higher) borrowing costs and (lower) investment returns. The Council didn't have any requirements to borrow in year but if it had it would have sought to avoid taking on long-term borrowing at elevated levels of which were great than 4% in year and has focused on a policy of internal or short term borrowing.

The policy of avoiding new borrowing by running down spare cash balances has served well over the last few years. However, this has been kept under review to avoid incurring higher borrowing costs in the future when this Authority may not be able to avoid new borrowing to finance capital expenditure and/or the refinancing of maturing debt.

Against this background and the risks within the economic forecast, caution was adopted with the treasury operations. The Director for Corporate Services therefore monitored interest rates in financial markets and adopted a pragmatic strategy based upon the following principles to manage interest rate risks.

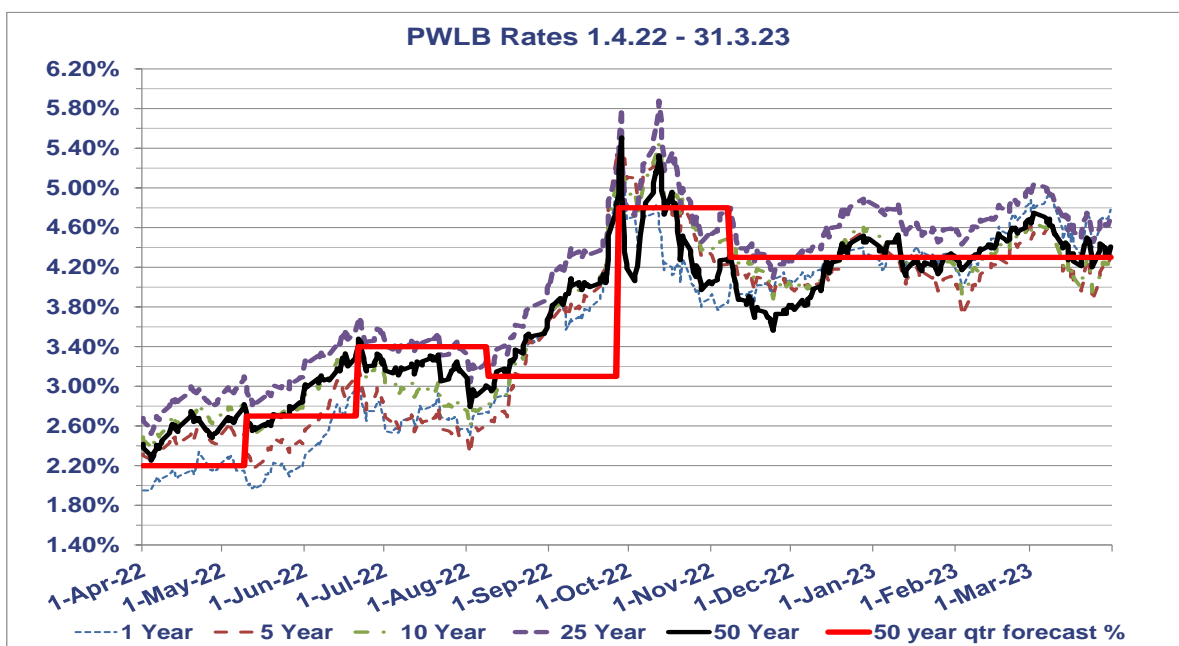


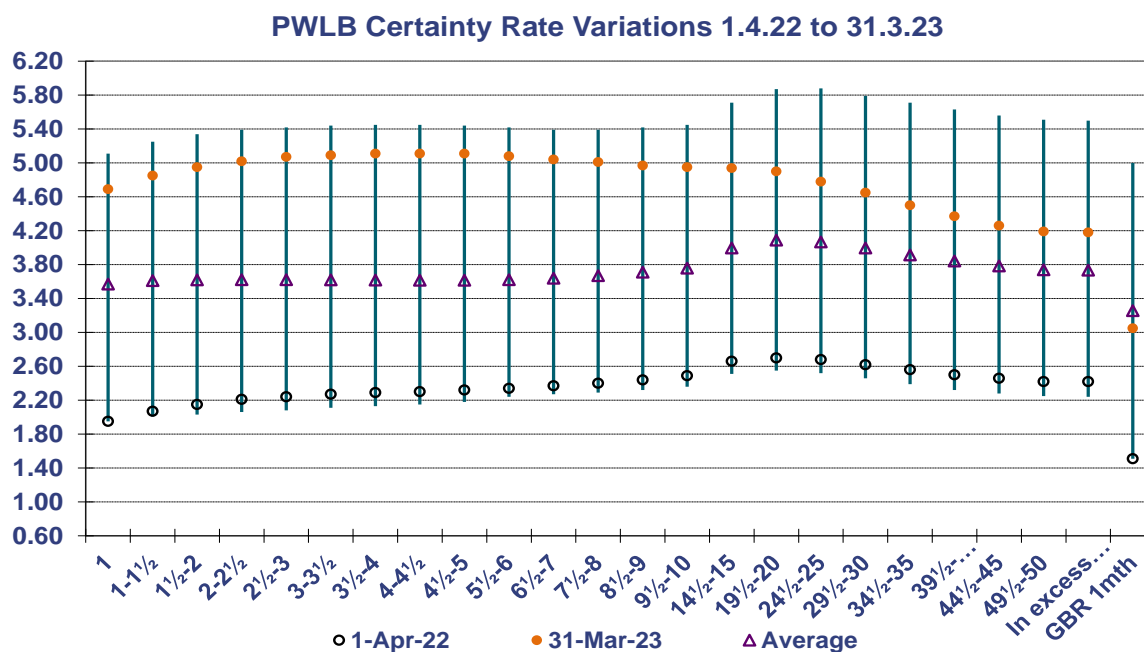
Forecasts at the time of approval of the treasury management strategy report for 2022/23 were as follows: -

Link Group Interest Rate View 20.12.21														
	Dec-21	Mar-22	Jun-22	Sep-22	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25
BANK RATE	0.25	0.25	0.50	0.50	0.50	0.75	0.75	0.75	0.75	1.00	1.00	1.00	1.00	1.25
3 month ave earnings	0.20	0.30	0.50	0.50	0.60	0.70	0.80	0.90	0.90	1.00	1.00	1.00	1.00	1.00
6 month ave earnings	0.40	0.50	0.60	0.60	0.70	0.80	0.90	1.00	1.00	1.10	1.10	1.10	1.10	1.10
12 month ave earnings	0.70	0.70	0.70	0.70	0.80	0.90	1.00	1.10	1.10	1.20	1.20	1.20	1.20	1.20
5 yr PWLB	1.40	1.50	1.50	1.60	1.60	1.70	1.80	1.80	1.80	1.90	1.90	1.90	2.00	2.00
10 yr PWLB	1.60	1.70	1.80	1.80	1.90	1.90	2.00	2.00	2.00	2.10	2.10	2.10	2.20	2.30
25 yr PWLB	1.80	1.90	2.00	2.10	2.10	2.20	2.20	2.20	2.30	2.30	2.40	2.40	2.50	2.50
50 yr PWLB	1.50	1.70	1.80	1.90	1.90	2.00	2.00	2.00	2.10	2.10	2.20	2.20	2.30	2.30

Throughout the course of the last twelve months there has been a dramatic change in interest rates. Appendix 3 provides a schedule of the indicative rates provided by LINK throughout the year which outlines the sharp change from bank rate being 0.25% when the strategy was set to now being at 4.5%.

**PWLB RATES 2022/23**





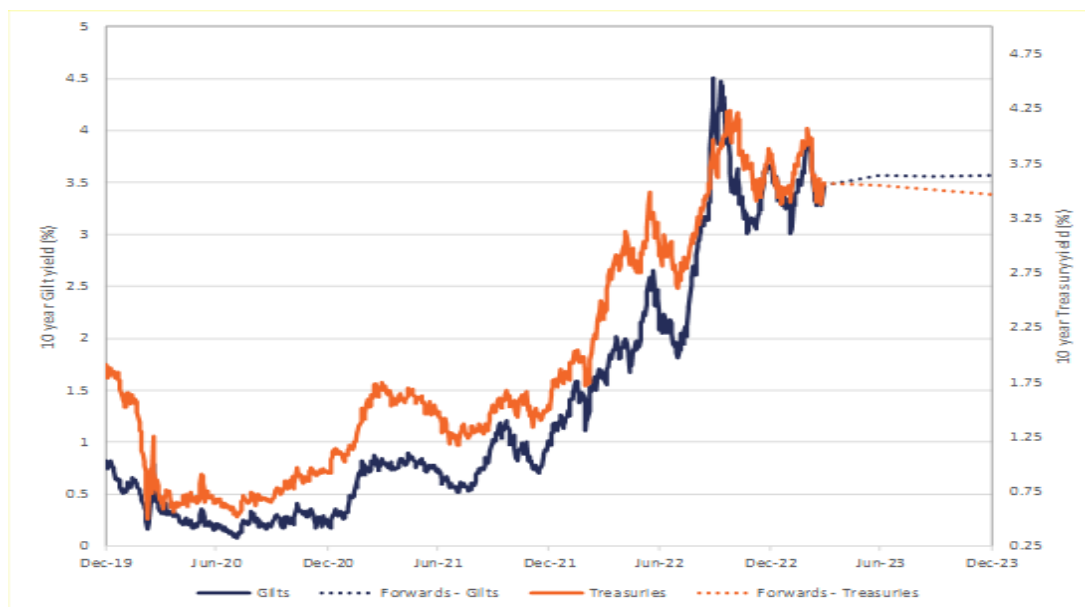
#### HIGH/LOW/AVERAGE PWLB RATES FOR 2022/23

	1 Year	5 Year	10 Year	25 Year	50 Year
<b>Low</b>	1.95%	2.18%	2.36%	2.52%	2.25%
<b>Date</b>	01/04/2022	13/05/2022	04/04/2022	04/04/2022	04/04/2022
<b>High</b>	5.11%	5.44%	5.45%	5.88%	5.51%
<b>Date</b>	28/09/2022	28/09/2022	12/10/2022	12/10/2022	28/09/2022
<b>Average</b>	3.57%	3.62%	3.76%	4.07%	3.74%
<b>Spread</b>	3.16%	3.26%	3.09%	3.36%	3.26%

PWLB rates are based on gilt (UK Government bonds) yields through HM Treasury determining a specified margin to add to gilt yields. The main influences on gilt yields are Bank Rate, inflation expectations and movements in US treasury yields. Inflation targeting by the major central banks has been successful over the last 30 years in lowering inflation and the real equilibrium rate for central rates has fallen considerably due to the high level of borrowing by consumers: this means that central banks do not need to raise rates as much now to have a major impact on consumer spending, inflation, etc. This has pulled down the overall level of interest rates and bond yields in financial markets over the last 30 years. Indeed, in recent years many bond yields up to 10 years in the Eurozone turned negative on expectations that the EU would struggle to get growth rates and inflation up from low levels. In addition, there has, at times, been an inversion of bond yields in the US whereby 10-year yields have fallen below shorter-term yields. In the past, this has been a precursor of a recession.

However, since early 2022, yields have risen dramatically in all the major developed economies, first as economies opened post-Covid; then because of the inflationary impact of the war in Ukraine in respect of the supply side of many goods. In particular, rising cost pressures emanating from shortages of energy and some food categories have been central to inflation rising rapidly. Furthermore, at present the FOMC, ECB and Bank of England are all being challenged by persistent inflation that is exacerbated by very tight labour markets and high wage increases relative to what central banks believe to be sustainable.

### Graph of UK gilt yields v. US treasury yields



Gilt yields have been on a continual rise since the start of 2021, peaking in the autumn of 2022. Currently, yields are broadly range bound between 3% and 4.25%.

At the close of the day on 31 March 2023, all gilt yields from 1 to 50 years were between 3.64% and 4.18%, with the 1 year being the highest and 6-7.5 years being the lowest yield.

Regarding PWLB borrowing rates, the various margins attributed to their pricing are as follows: -

- **PWLB Standard Rate** is gilt plus 100 basis points (G+100bps)
- **PWLB Certainty Rate** is gilt plus 80 basis points (G+80bps)
- **Local Infrastructure Rate** is gilt plus 60bps (G+60bps)

There is likely to be a fall in gilt yields and PWLB rates across the whole curve over the next one to two years as Bank Rate first rises to dampen inflationary pressures and a tight labour market, and is then cut as the economy slows, unemployment rises, and inflation (on the Consumer Price Index measure) moves closer to the Bank of England's 2% target.

As a general rule, short-dated gilt yields will reflect expected movements in Bank Rate, whilst medium to long-dated yields are driven primarily by the inflation outlook.

The Bank of England is also embarking on a process of Quantitative Tightening, but the scale and pace of this has already been affected by the Truss/Kwarteng "fiscal experiment" in the autumn of 2022 and more recently by the financial market unease with some US (e.g., Silicon Valley Bank) and European banks (e.g., Credit Suisse). The gradual reduction of the Bank's original £895bn stock of gilt and corporate bonds will be sold back into the market over several years. The impact this policy will have on the market pricing of gilts, while issuance is markedly increasing, is an unknown at the time of writing.

## 5. Borrowing Outturn

There were no borrowing requirements during 2022/23.

The Council has not borrowed more than, or in advance of its needs, purely in order to profit from the investment of the extra sums borrowed.

No rescheduling was done during the year as the average 1% differential between PWLB new borrowing rates and premature repayment rates made rescheduling unviable.

## 6. Investment Outturn

**Investment Policy** – the Council’s investment policy is governed by DLUHC investment guidance, which has been implemented in the annual investment strategy approved by the Council on 24/02/2022. This policy sets out the approach for choosing investment counterparties and is based on credit ratings provided by the three main credit rating agencies, supplemented by additional market data, (such as rating outlooks, credit default swaps, bank share prices etc.).

The investment activity during the year conformed to the approved strategy, and the Council had no liquidity difficulties.

**Resources** – the Council’s cash balances comprise revenue and capital resources and cash flow monies. The Council’s core cash resources comprised as follows:

Balance Sheet Resources (£'000)	31.3.22	31.3.23
Balances	1,542	1,651
Earmarked reserves	14,150	13,942
Provisions	298	317
Usable capital receipts	4,751	4,279
<b>Total</b>	<b>20,741</b>	<b>20,189</b>

### Investments held by the Council

- The Council maintained an average balance of £27.7m of internally managed funds.
- The internally managed funds earned an average rate of return of 2.19%.
- The comparable performance indicator is the average 7-day SONIA rate, which was 2.1893%.
- This compares with a budget assumption of £19.5m investment balances earning an average rate of 0.74%.
- Total investment income was £641k compared to a budget of £222k

## 7. The Economy and Interest Rates

The following commentary has been provided by the Council's Treasury Management advisors:

### UK. Economy.

Against a backdrop of stubborn inflationary pressures, the easing of Covid restrictions in most developed economies, the Russian invasion of Ukraine, and a range of different UK Government policies, it is no surprise that UK interest rates have been volatile right across the curve, from Bank Rate through to 50-year gilt yields, for all of 2022/23.

Market commentators' misplaced optimism around inflation has been the root cause of the rout in the bond markets with, for example, UK, EZ and US 10-year yields all rising by over 200bps in 2022. The table below provides a snapshot of the conundrum facing central banks: inflation is elevated but labour markets are extra-ordinarily tight, making it an issue of fine judgment as to how far monetary policy needs to tighten.

	UK	Eurozone	US
<b>Bank Rate</b>	4.25%	3%	4.75%-5%
<b>GDP</b>	0.1%q/q Q4 (4.1%y/y)	+0.1%q/q Q4 (1.9%y/y)	2.6% Q4 Annualised
<b>Inflation</b>	10.4%y/y (Feb)	6.9%y/y (Mar)	6.0%y/y (Feb)
<b>Unemployment Rate</b>	3.7% (Jan)	6.6% (Feb)	3.6% (Feb)

Q2 of 2022 saw UK GDP deliver growth of +0.1% q/q, but this was quickly reversed in the third quarter, albeit some of the fall in GDP can be placed at the foot of the extra Bank Holiday in the wake of the Queen's passing. Q4 GDP was positive at 0.1% q/q. Most recently, January saw a 0.3% m/m increase in GDP as the number of strikes reduced compared to December. In addition, the resilience in activity at the end of 2022 was, in part, due to a 1.3% q/q rise in real household disposable incomes. A big part of that reflected the £5.7bn payments received by households from the government under the Energy Bills Support Scheme.

Nevertheless, CPI inflation picked up to what should be a peak reading of 11.1% in October, although hopes for significant falls from this level will very much rest on the movements in the gas and electricity markets, as well as the supply-side factors impacting food prices. On balance, most commentators expect the CPI measure of inflation to drop back towards 4% by the end of 2023. As of February 2023, CPI was 10.4%.

The UK unemployment rate fell through 2022 to a 48-year low of 3.6%, and this despite a net migration increase of c500k. The fact remains, however, that with many economic participants registered as long-term sick, the UK labour force shrunk by c500k in the year to June. Without an increase in the labour force participation rate, it is hard to see how the UK economy will be able to grow its way to prosperity, and with average wage increases running at over 6% the MPC will be concerned that wage inflation will prove just as sticky as major supply-side shocks to food (up 18.3% y/y in February 2023) and energy that have endured since Russia's invasion of Ukraine on 22 February 2022.

Bank Rate increased steadily throughout 2022/23, starting at 0.75% and finishing at 4.25%.

In the interim, following a Conservative Party leadership contest, Liz Truss became Prime Minister for a tumultuous seven weeks that ran through September and October. Put simply, the markets did not like the unfunded tax-cutting and heavy spending policies put forward by her Chancellor, Kwasi Kwarteng, and their reign lasted barely seven weeks before being replaced by Prime Minister Rishi Sunak and Chancellor Jeremy Hunt. Their Autumn Statement of the 17<sup>th</sup> of November gave rise to a net £55bn fiscal tightening, although much of the “heavy lifting” has been left for the next Parliament to deliver. However, the markets liked what they heard, and UK gilt yields have reversed the increases seen under the previous tenants of No10/11 Downing Street, although they remain elevated in line with developed economies generally.

As noted above, GDP has been tepid throughout 2022/23, although the most recent composite Purchasing Manager Indices for the UK, US, EZ and China have all surprised to the upside, registering survey scores just above 50 (below suggests economies are contracting, and above suggests expansion). Whether that means a shallow recession, or worse, will be avoided is still unclear. Ultimately, the MPC will want to see material evidence of a reduction in inflationary pressures and a loosening in labour markets. Realistically, that is an unlikely outcome without unemployment rising and wage settlements falling from their current levels. At present, the bigger rise in employment kept the ILO unemployment rate unchanged at 3.7% in January. Also, while the number of job vacancies fell for the ninth consecutive month in February, they remained around 40% above pre-pandemic levels.

Our economic analysts, Capital Economics, expect real GDP to contract by around 0.2% q/q in Q1 and forecast a recession this year involving a 1.0% peak-to-trough fall in real GDP.

The £ has remained resilient of late, recovering from a record low of \$1.035, on the Monday following the Truss government’s “fiscal event”, to \$1.23. Notwithstanding the £’s better run of late, 2023 is likely to see a housing correction of some magnitude as fixed-rate mortgages have moved above 4.5% and affordability has been squeezed despite proposed Stamp Duty cuts remaining in place.

As for equity markets, the FTSE 100 started 2023 strongly, rising to a record high of 8,014 on 20<sup>th</sup> February, as resilient data and falling inflation boosted earnings. But global equities fell sharply after concerns over the health of the global banking system emerged early in March. The fall in the FTSE 100 was bigger than the drop in the US S&P 500. Indeed, at around 7,600 now, the FTSE is 5.2% below its record high on 20<sup>th</sup> February, while the S&P 500 is only 1.9% lower over the same period. That’s despite UK banks having been less exposed and equity prices in the UK’s financial sector not falling as far. It may be due to the smaller decline in UK interest rate expectations and bond yields, which raise the discounted value of future earnings, compared to the US.

**USA.** The flurry of comments from Fed officials over recent months suggest there is still an underlying hawkish theme to their outlook for interest rates. Markets are pricing in a further interest rate increases of 25-50bps, on top of the current interest rate range of 4.75% - 5%.

In addition, the Fed is expected to continue to run down its balance sheet once the on-going concerns about some elements of niche banking provision are in the rear-view mirror.

As for inflation, it is currently at c6% but with the economy expected to weaken during 2023, and wage data already falling back, there is the prospect that should the economy slide into a recession of any kind there will be scope for rates to be cut at the backend of 2023 or shortly after.

**EU.** Although the Euro-zone inflation rate has fallen below 7%, the ECB will still be mindful that it has further work to do to dampen inflation expectations and it seems destined to raise rates to 4% in order to do so. Like the UK, growth has remained more robust than anticipated but a recession in 2023 is still seen as likely by most commentators.

## 9. Other Issues

### 1. IFRS 9 fair value of investments

Following the consultation undertaken by the Department of Levelling Up, Housing and Communities [DLUHC] on IFRS 9, the Government has extended the mandatory statutory override for local authorities to reverse out all unrealised fair value movements resulting from pooled investment funds to 31<sup>st</sup> March 2025. Local authorities are required to disclose the net impact of the unrealised fair value movements in a separate unusable reserve throughout the duration of the override in order for the Government to keep the override under review and to maintain a form of transparency.

### 2. IFRS 16

The implementation of IFRS16 has been delayed until 2024/25. When introduced it will bring currently off-balance sheet leased assets onto the balance sheet. Work is currently being undertaken to assess the impact of these changes. The Operational Boundary and Authorised Limit may, therefore, need to be amended mid-year once the detailed impact is known for each authority.

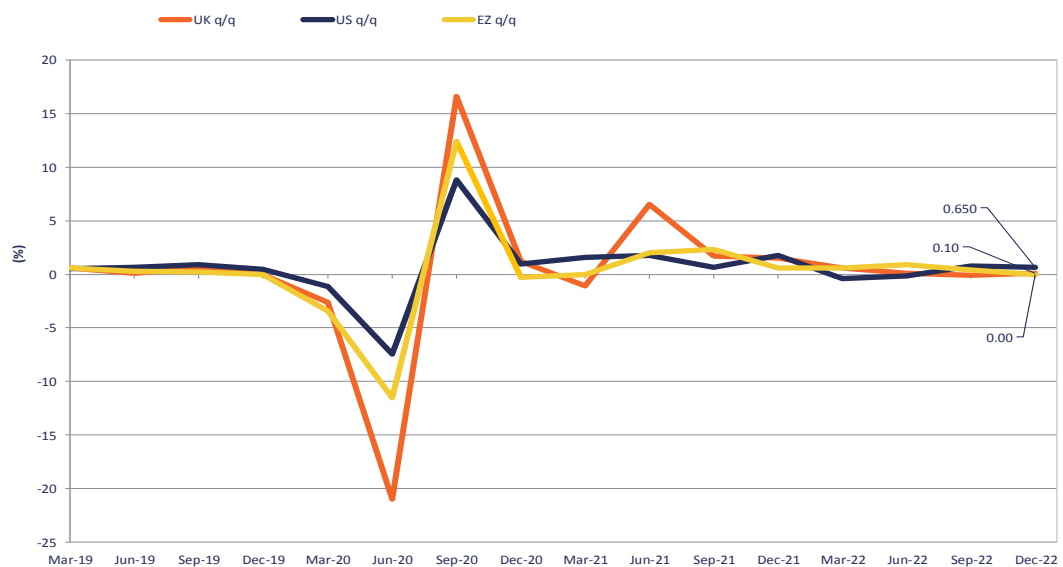
## Appendix 1: Graphs

### Market Expectations for Future Increases in Bank Rate (5<sup>th</sup> April 2023)



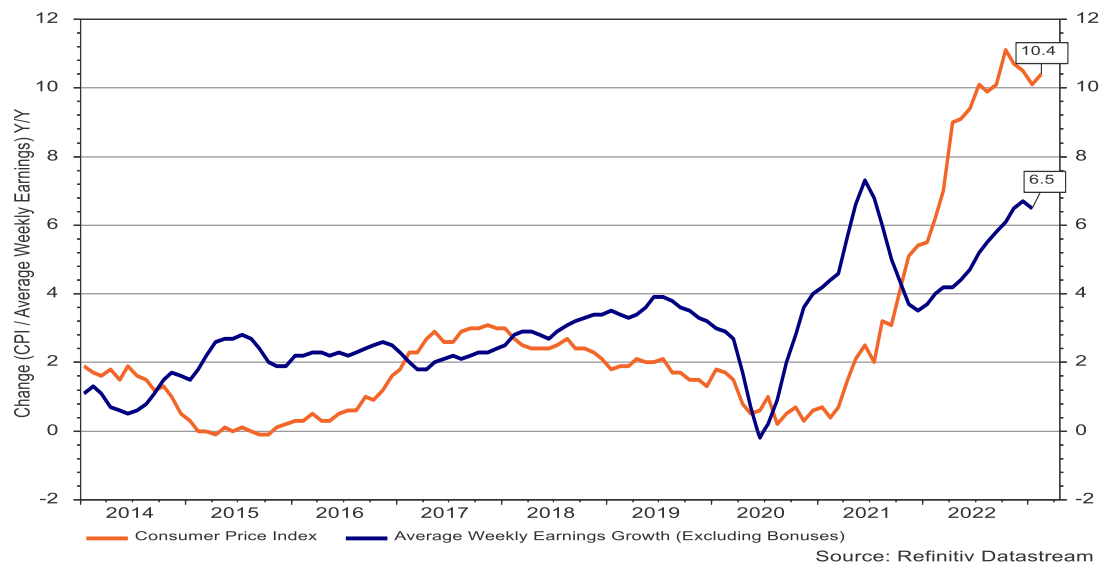
\*MD0 = Change in Bank Rate expected at MPC meeting to be held May 2023, MD1 = Jun-23, MD2 = Aug-23, MD3 = Sep-23, MD4 = Nov-23, MD5 = Dec-23, MD6 = Feb-24

### UK, US and EZ Quarterly GDP





### CPI v Average Weekly Earnings Growth



## Appendix 2: Investment Portfolio

Investments held as at 31st March 2023 compared to our counterparty list:

### Melton Borough Council

#### Current Investment List

Borrower	Principal (£)	Interest Rate	Start Date	Maturity Date	Lowest LT / Fund Rating	Historic Risk of Default	Expected Credit Loss (£)
MMF Deutsche	2,120,000	3.95%		MMF	AAAm		
First Abu Dhabi Bank PJSC	1,500,000	2.24%	05/05/2022	04/05/2023	AA-	0.002%	31
First Abu Dhabi Bank PJSC	1,000,000	2.24%	05/05/2022	04/05/2023	AA-	0.002%	21
Qatar National Bank	4,000,000	2.32%	01/06/2022	31/05/2023	A	0.008%	302
First Abu Dhabi Bank PJSC	1,500,000	2.80%	13/06/2022	12/06/2023	AA-	0.005%	68
National Bank of Kuwait (International) PLC	1,000,000	2.82%	28/06/2022	27/06/2023	A	0.011%	109
National Bank of Kuwait (International) PLC	1,000,000	2.82%	29/06/2022	28/06/2023	A	0.011%	110
National Bank of Kuwait (International) PLC	2,000,000	3.02%	02/08/2022	01/08/2023	A	0.015%	304
Goldman Sachs International Bank	1,500,000	4.06%	05/09/2022	04/09/2023	A+	0.019%	291
Standard Chartered Bank	1,000,000	5.14%	04/10/2022	03/10/2023	A+	0.023%	230
Qatar National Bank	1,000,000	4.75%	20/03/2023	19/03/2024	A	0.044%	438
<b>Borrower - Funds</b>	<b>Principal (£)</b>	<b>Interest Rate</b>	<b>Start Date</b>	<b>Maturity Date</b>			
The Local Authorities Property Fund	2,000,000	-7.70%					
<b>Total Investments</b>	<b>£19,620,000</b>	<b>2.02%</b>					
<b>Total Investments - excluding Funds</b>	<b>£17,620,000</b>	<b>3.13%</b>				<b>0.012%</b>	<b>£1,904</b>
<b>Total Investments - Funds Only</b>	<b>£2,000,000</b>	<b>-7.70%</b>					

Note: An historic risk of default and expected credit loss are only provided if a counterparty has a counterparty credit rating and are not provided for an MMF or USDBF, for which the rating agencies provide a fund rating. The portfolio's historic risk of default and expected credit loss therefore measure the historic risk of default and expected credit loss attached only to those investments for which a counterparty has a counterparty credit rating and also do not include investments which are not rated.

The Historic Risk of Default column is based on the lowest long term rating. If clients are using this % for their Expected Credit Loss calculation under IFRS 9, please be aware that the Code does not recognise a loss allowance where the counterparty is central government or a local authority since relevant statutory provisions prevent default. For these instruments, the Expected Credit Loss will be nil. Please note that we are currently using Historic Default Rates from 1990-2022 for Fitch, 1983-2022 for Moody's and 1981-2022 for S&P.

Where Link Group have provided a return for a property fund, that return covers the 12 months to December 2022, which are the latest returns currently available.

## Appendix 3: Movements in Interest Rate Forecasts

The following tables show how interest rate forecasts have changed during 2022/23:-

Link Group Interest Rate View 10.5.22													
	Jun-22	Sep-22	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25
<b>BANK RATE</b>	1.25	1.50	1.75	2.00	2.00	2.00	2.00	2.00	1.75	1.75	1.75	1.75	1.75
3 month ave earnings	1.20	1.50	1.70	2.00	2.00	2.00	2.00	2.00	1.70	1.70	1.70	1.70	1.70
6 month ave earnings	1.60	1.90	2.10	2.20	2.20	2.20	2.20	2.10	2.00	1.90	1.90	1.90	1.90
12 month ave earnings	2.00	2.20	2.30	2.40	2.40	2.30	2.30	2.20	2.20	2.10	2.10	2.10	2.10
5 yr PWLB	2.50	2.50	2.60	2.60	2.60	2.60	2.60	2.60	2.50	2.50	2.50	2.50	2.50
10 yr PWLB	2.80	2.80	2.90	2.90	2.90	2.90	2.90	2.90	2.80	2.80	2.80	2.80	2.80
25 yr PWLB	3.00	3.10	3.10	3.20	3.20	3.20	3.10	3.10	3.00	3.00	3.00	3.00	3.00
50 yr PWLB	2.70	2.80	2.80	2.90	2.90	2.90	2.80	2.80	2.70	2.70	2.70	2.70	2.70

Link Group Interest Rate View 21.06.22													
	Sep-22	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	
<b>BANK RATE</b>	1.75	2.25	2.75	2.75	2.75	2.75	2.50	2.50	2.25	2.25	2.25	2.25	
3 month ave earnings	2.00	2.50	2.80	2.80	2.80	2.80	2.60	2.50	2.30	2.30	2.20	2.20	
6 month ave earnings	2.50	2.80	3.00	3.00	2.90	2.90	2.80	2.70	2.60	2.50	2.40	2.30	
12 month ave earnings	3.10	3.20	3.20	3.20	3.00	2.90	2.80	2.60	2.50	2.40	2.40	2.40	
5 yr PWLB	3.20	3.30	3.30	3.30	3.30	3.20	3.10	3.00	3.00	3.00	2.90	2.90	
10 yr PWLB	3.40	3.50	3.50	3.50	3.50	3.40	3.30	3.20	3.20	3.20	3.10	3.10	
25 yr PWLB	3.70	3.70	3.70	3.70	3.70	3.70	3.60	3.50	3.50	3.40	3.40	3.30	
50 yr PWLB	3.40	3.40	3.50	3.50	3.40	3.40	3.30	3.20	3.20	3.10	3.10	3.00	

Link Group Interest Rate View 09.08.22													
	Sep-22	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25
<b>BANK RATE</b>	2.25	2.50	2.75	2.75	2.75	2.50	2.50	2.25	2.25	2.25	2.25	2.25	2.00
3 month ave earnings	2.50	2.80	3.00	2.90	2.80	2.50	2.40	2.30	2.30	2.30	2.20	2.20	2.20
6 month ave earnings	2.90	3.10	3.10	3.00	2.90	2.80	2.70	2.60	2.50	2.50	2.40	2.30	2.30
12 month ave earnings	3.20	3.30	3.20	3.10	3.00	2.90	2.80	2.70	2.40	2.40	2.40	2.40	2.40
5 yr PWLB	2.80	3.00	3.10	3.10	3.00	3.00	2.90	2.90	2.80	2.80	2.80	2.70	2.70
10 yr PWLB	3.00	3.20	3.30	3.30	3.20	3.10	3.10	3.00	3.00	3.00	2.90	2.90	2.80
25 yr PWLB	3.40	3.50	3.50	3.50	3.50	3.40	3.40	3.30	3.30	3.20	3.20	3.20	3.10
50 yr PWLB	3.10	3.20	3.20	3.20	3.20	3.10	3.10	3.00	3.00	2.90	2.90	2.90	2.80

Link Group Interest Rate View 27.09.22													
	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	
<b>BANK RATE</b>	4.00	5.00	5.00	5.00	4.50	4.00	3.75	3.25	3.00	2.75	2.75	2.50	
3 month ave earnings	4.50	5.00	5.00	5.00	4.50	4.00	3.80	3.30	3.00	2.80	2.80	2.50	
6 month ave earnings	4.70	5.20	5.10	5.00	4.60	4.10	3.90	3.40	3.10	3.00	2.90	2.60	
12 month ave earnings	5.30	5.30	5.20	5.00	4.70	4.20	4.00	3.50	3.20	3.10	3.00	2.70	
5 yr PWLB	5.00	4.90	4.70	4.50	4.20	3.90	3.70	3.50	3.40	3.30	3.20	3.20	
10 yr PWLB	4.90	4.70	4.60	4.30	4.10	3.80	3.60	3.50	3.40	3.30	3.20	3.20	
25 yr PWLB	5.10	4.90	4.80	4.50	4.30	4.10	3.90	3.70	3.60	3.60	3.50	3.40	
50 yr PWLB	4.80	4.60	4.50	4.20	4.00	3.80	3.60	3.40	3.30	3.30	3.20	3.10	

Link Group Interest Rate View 08.11.22													
	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25
<b>BANK RATE</b>	3.50	4.25	4.50	4.50	4.50	4.00	3.75	3.50	3.25	3.00	2.75	2.50	2.50
3 month ave earnings	3.60	4.30	4.50	4.50	4.50	4.00	3.80	3.30	3.00	3.00	2.80	2.50	2.50
6 month ave earnings	4.20	4.50	4.60	4.50	4.20	4.10	3.90	3.40	3.10	3.00	2.90	2.60	2.60
12 month ave earnings	4.70	4.70	4.70	4.50	4.30	4.20	4.00	3.50	3.20	3.10	3.00	2.70	2.70
5 yr PWLB	4.30	4.30	4.20	4.10	4.00	3.90	3.80	3.60	3.50	3.40	3.30	3.20	3.10
10 yr PWLB	4.50	4.50	4.40	4.30	4.20	4.00	3.90	3.70	3.60	3.50	3.40	3.30	3.20
25 yr PWLB	4.70	4.70	4.60	4.50	4.40	4.30	4.10	4.00	3.90	3.70	3.60	3.50	3.50
50 yr PWLB	4.30	4.40	4.30	4.20	4.10	4.00	3.80	3.70	3.60	3.40	3.30	3.20	3.20

Link Group Interest Rate View		19.12.22											
	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25
<b>BANK RATE</b>	3.50	4.25	4.50	4.50	4.50	4.00	3.75	3.50	3.25	3.00	2.75	2.50	2.50
3 month ave earnings	3.60	4.30	4.50	4.50	4.50	4.00	3.80	3.30	3.00	3.00	2.80	2.50	2.50
6 month ave earnings	4.20	4.50	4.60	4.50	4.20	4.10	3.90	3.40	3.10	3.00	2.90	2.60	2.60
12 month ave earnings	4.70	4.70	4.70	4.50	4.30	4.20	4.00	3.50	3.20	3.10	3.00	2.70	2.70
5 yr PWLB	4.20	4.20	4.20	4.10	4.00	3.90	3.80	3.60	3.50	3.40	3.30	3.20	3.10
10 yr PWLB	4.30	4.40	4.40	4.30	4.10	4.00	3.90	3.80	3.60	3.50	3.40	3.30	3.30
25 yr PWLB	4.60	4.60	4.60	4.50	4.40	4.20	4.10	4.00	3.90	3.70	3.60	3.50	3.50
50 yr PWLB	4.30	4.30	4.30	4.20	4.10	3.90	3.80	3.70	3.60	3.50	3.30	3.20	3.20

Link Group Interest Rate View		07.02.23											
	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25	Mar-26
<b>BANK RATE</b>	4.25	4.50	4.50	4.25	4.00	3.75	3.25	3.00	2.75	2.75	2.50	2.50	2.50
3 month ave earnings	4.30	4.50	4.50	4.30	4.00	3.80	3.30	3.00	2.80	2.80	2.50	2.50	2.50
6 month ave earnings	4.40	4.50	4.40	4.20	3.90	3.70	3.20	2.90	2.80	2.80	2.60	2.60	2.60
12 month ave earnings	4.50	4.50	4.40	4.20	3.80	3.60	3.10	2.70	2.70	2.70	2.70	2.70	2.70
5 yr PWLB	4.00	4.00	3.90	3.80	3.70	3.60	3.50	3.40	3.30	3.20	3.10	3.10	3.10
10 yr PWLB	4.20	4.20	4.10	4.00	3.90	3.80	3.60	3.50	3.50	3.40	3.30	3.30	3.20
25 yr PWLB	4.60	4.60	4.40	4.30	4.20	4.10	3.90	3.80	3.70	3.60	3.50	3.40	3.40
50 yr PWLB	4.30	4.30	4.20	4.10	3.90	3.80	3.60	3.60	3.40	3.30	3.20	3.20	3.10

Link Group Interest Rate View		27.03.23										
	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25	Mar-26
<b>BANK RATE</b>	4.50	4.50	4.25	4.00	3.50	3.25	3.00	2.75	2.75	2.50	2.50	2.50
3 month ave earnings	4.50	4.50	4.30	4.00	3.50	3.30	3.00	2.80	2.80	2.50	2.50	2.50
6 month ave earnings	4.50	4.40	4.20	3.90	3.40	3.20	2.90	2.80	2.80	2.60	2.60	2.60
12 month ave earnings	4.50	4.40	4.20	3.80	3.30	3.10	2.70	2.70	2.70	2.70	2.70	2.70
5 yr PWLB	4.10	4.10	3.90	3.80	3.70	3.60	3.50	3.40	3.30	3.20	3.20	3.10
10 yr PWLB	4.20	4.20	4.00	3.90	3.80	3.70	3.50	3.50	3.40	3.30	3.30	3.20
25 yr PWLB	4.60	4.50	4.40	4.20	4.10	4.00	3.80	3.70	3.60	3.50	3.50	3.40
50 yr PWLB	4.30	4.20	4.10	3.90	3.80	3.70	3.50	3.50	3.30	3.20	3.20	3.10



Helping people | Shaping places



## Council

27 July 2023

### Recommendations and Reports from Committees: Scrutiny Annual Report 2022/23

<b>Report Author:</b>	<b>Adam Green</b> , Senior Democratic Services and Scrutiny Officer 01664 502319 <a href="mailto:agreen@melton.gov.uk">agreen@melton.gov.uk</a>
<b>Chief Officer Responsible:</b>	<b>Dawn Garton</b> , Director for Corporate Services 01664 502444 <a href="mailto:DGarton@melton.gov.uk">DGarton@melton.gov.uk</a>
<b>Lead Member/Relevant Portfolio Holder</b>	<b>Scrutiny Committee Chairman</b>
<b>Corporate Priority:</b>	All
<b>Relevant Ward Member(s):</b>	N/A
<b>Date of consultation with Ward Member(s):</b>	N/A
<b>Exempt Information:</b>	No

#### 1 Summary

- 1.1 To provide an overview of the work completed by the Scrutiny Committee during the Municipal Year 2022/23.

#### 2 Recommendation from Scrutiny Committee

**That Council:**

**2.1 Notes the Scrutiny Annual Report 2022/23 (Appendix A).**

#### 3 Reason for Recommendation

- 3.1 To ensure that all Members are informed of the work of the Scrutiny Committee for the Municipal Year.
- 3.2 It is considered good practice for the Scrutiny Committee to provide an annual report.

## **4 Background**

- 4.1 The Scrutiny Annual Report 2022/23 was considered by the Scrutiny Committee at the meeting held on 18 April 2023.
- 4.2 The Scrutiny Committee recommended that the report is submitted to Council for comments and noting.

## **5 Main Considerations**

- 5.1 Scrutiny Committee recommend the Annual Report to Council for information purposes.
- 5.2 This report increases the profile of the work carried out by Scrutiny Committee and ensures that all members are provided with information in relation to the work of Scrutiny Committee as well as providing an opportunity for all members to feedback on the Scrutiny function of the Council.

## **6 Options Considered**

- 6.1 As outlined in the Scrutiny Annual Report 2022/23 (Appendix 1).

## **7 Consultation**

- 7.1 As outlined in the Scrutiny Annual Report 2022/23 (Appendix 1).

## **8 Next Steps – Implementation and Communication**

- 8.1 As outlined in the Scrutiny Annual Report 2022/23 (Appendix 1).

## **9 Financial Implications**

- 9.1 As outlined in the Scrutiny Annual Report 2022/23 (Appendix 1).

**Financial Implications reviewed by: See Appendix 1**

## **10 Legal and Governance Implications**

- 10.1 As outlined in the Scrutiny Annual Report 2022/23 (Appendix 1).

**Legal Implications reviewed by: See Appendix 1**

## **11 Equality and Safeguarding Implications**

- 11.1 As outlined in the Scrutiny Annual Report 2022/23 (Appendix 1).

## **12 Data Protection Implications (Mandatory)**

- 12.1 As outlined in the Scrutiny Annual Report 2022/23 (Appendix 1).

## **13 Community Safety Implications**

- 13.1 As outlined in the Scrutiny Annual Report 2022/23 (Appendix 1).

## **14 Environmental and Climate Change Implications**

- 14.1 As outlined in the Scrutiny Annual Report 2022/23 (Appendix 1).

## **15 Other Implications (where significant)**

- 15.1 As outlined in the Scrutiny Annual Report 2022/23 (Appendix 1).

## **16 Risk & Mitigation**

- 15.1 As outlined in the Scrutiny Annual Report 2022/23 (Appendix 1).

## **17 Background Papers**

17.1 As outlined in the Scrutiny Annual Report 2022/23 (Appendix 1).

## **18 Appendices**

18.1 Appendix 1 – Scrutiny Annual Report 2022/23 covering report for Scrutiny Committee

18.2 Appendix A – Scrutiny Annual Report 2022/23

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# Scrutiny

18 April 2023

## Scrutiny Annual Report 2022/23

<b>Report Author:</b>	<b>Adam Green</b> , Senior Democratic Services and Scrutiny Officer 01664 502319 <a href="mailto:agreen@melton.gov.uk">agreen@melton.gov.uk</a>
<b>Chief Officer Responsible:</b>	<b>Dawn Garton</b> , Director for Corporate Services 01664 502444 <a href="mailto:DGarton@melton.gov.uk">DGarton@melton.gov.uk</a>
<b>Lead Member/Relevant Portfolio Holder</b>	<b>Scrutiny Committee Chairman</b>
<b>Corporate Priority:</b>	All
<b>Relevant Ward Member(s):</b>	N/A
<b>Date of consultation with Ward Member(s):</b>	N/A
<b>Exempt Information:</b>	No

### 1 Summary

1.1 To provide an overview of the work done by Scrutiny Committee during the year 2022/23.

### 2 Recommendations

**That Scrutiny Committee:**

2.1 **Approves the Annual Report (Appendix A); and**

2.2 **Recommends the report to Council.**

### 3 Reason for Recommendations

3.1 To ensure that all Members are informed of the work of the Scrutiny Committee for the Municipal Year.

3.2 It is considered good practice for Scrutiny Committee to provide an annual report.

## **4 Background**

4.1 The report provides an overview of the items considered by Scrutiny Committee in the Municipal Year 2022/23, including workshops.

## **5 Main Considerations**

5.1 Scrutiny Committee are asked to consider the report and provide any feedback.

5.2 Scrutiny Committee are asked to recommend the report to Council for information purposes. This will increase the profile of the work carried out by Scrutiny Committee and ensure that all members are provided with information in relation to the work of Scrutiny Committee.

## **6 Options Considered**

6.1 The alternative is that Scrutiny does not provide an annual report. This option is not recommended. Having an annual report supports reflection, visibility and transparency of the work undertaken by the committee.

## **7 Consultation**

7.1 Scrutiny Committee will be asked to consider the report before it is presented to Council.

## **8 Next Steps – Implementation and Communication**

8.1 Subject to Scrutiny Committee approval, the report will be presented to Council in July 2023.

## **9 Financial Implications**

9.1 There are no financial implications.

Financial Implications reviewed by: **Director for Corporate Services, 3 April 2023**

## **10 Legal and Governance Implications**

10.1 There are no legal implications relevant to this report.

10.2 The Executive Scrutiny Protocol states that Scrutiny Committee will produce an annual report for Council.

Legal Implications reviewed by: **Deputy Monitoring Officer, 5 April 2023**

## **11 Equality and Safeguarding Implications**

11.1 There are no equality and safeguarding implications.

## **12 Data Protection Implications (Mandatory)**

12.1 There are no data protection implications.

## **13 Community Safety Implications**

13.1 There are no community safety implications.

## **14 Environmental and Climate Change Implications**

14.1 There are no environmental implications.

## **15 Other Implications (where significant)**

15.1 There are not any other implications.

## **16 Risk & Mitigation**

16.1 There are no risks in relation to this report.

## **17 Background Papers**

17.1 There are no background papers.

## **18 Appendices**

18.1 Appendix A – Scrutiny Annual Report 2022/23

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# Melton Borough Council Scrutiny Annual Report 2022/23



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## The Chairman of Scrutiny's Review

This report is to inform Council of the work of Scrutiny Committee during 2022/23.

The scrutiny function acts as a critical friend on behalf of the community, to improve services and decision-making inside and outside of the Cabinet. The Scrutiny function belongs to the whole Council but is different from other committees in that it is Member-led and evidence-based, with most of Scrutiny's Work plan being decided by Committee members, responding to concerns of elected members and the public.

I have been honoured to serve as Chair since October 2021 and would like to thank all members of the Committee for their hard work and dedication.

This year, like last year, has been equally as busy as the Scrutiny Committee has considered a number of topics which are summarised on pages 5 to 10. Members have also continued to deliver the Scrutiny agenda as set out in the Annual Work Programme at the start of the Municipal Year.

The Committee has provided comment and feedback, as consultees, to Cabinet, including the budget in January. Scrutiny has also provided input in areas of policy development including the Asset Development Programme and the Leisure Procurement Strategy.

I am very grateful to the Officers in Democratic Services who have supported the work of the Committee members, in particular the Council's Scrutiny Officer, Adam Green.

*Cllr Robert Child*

### Members of the Committee 2022/23

Councillor Robert Child (Chair)

Councillor Jacob Wilkinson (Vice-Chair)

Councillor Siggy Atherton

Councillor Steve Carter (From October 2022)

Councillor Pru Chandler

Councillor Jeanne Douglas (May 2022 – February 2023)

Councillor Christopher Evans

Councillor Margaret Glancy (May 2022 – October 2022)

Councillor Elaine Holmes

Councillor Simon Lumley (From February 2023)

Councillor Pam Posnett

Councillor Tim Webster

## Scrutiny in Melton - Overview

In May 2019 Melton Borough Council formally adopted the Executive Model of Governance and established a Scrutiny Committee to carry out the functions as listed below. The Scrutiny Committee has held 12 meetings and 6 workshops and provided comments for consideration by Cabinet on 14 occasions during the 2022/23 Municipal Year.

In summary the main functions of Scrutiny set out in [Chapter 2, Part 10](#) of the MBC Constitution are to:-

- review and scrutinise decisions made, or other action taken, in connection with the discharge of any function.
- make reports or recommendations to Council or the Cabinet as appropriate with respect to the discharge of any function.
- recommend that a decision made but not yet implemented, be reconsidered by the Cabinet through the Call In Procedure.
- fulfil all the functions of the Council's designated Crime and Disorder Committee under the Police and Justice Act 2006.
- fulfil all the functions conferred on it by virtue of regulations under the National Health Service Act 2006 (local authority scrutiny of health matters).

In addition to the entry in the Constitution, another important reference point for the functions of Scrutiny and how the function interacts with the Cabinet is the Executive Scrutiny Protocol.

In May 2019 the Government published Statutory Guidance on Overview and Scrutiny in Local Authorities which promoted a formal working agreement between the executive and the scrutiny function in the form of a protocol. The guidance suggested that an Executive Scrutiny Protocol can help to define the relationship and expectations between the Cabinet and Scrutiny Committee to ensure that the two can work together in a positive and productive way.

The Protocol was approved by the Scrutiny Committee on 3 November 2020 and Council approved the protocol on 17 December 2020, it is now included in the Constitution.

The Protocol provides a framework that deals with the practical expectations of Scrutiny Committee Members and the Executive, as well as the cultural dynamics of the Council. It also helps define the relationship between the two and mitigates any differences of opinion before they manifest themselves in unhelpful and unproductive ways. The benefit of this approach is that it provides a framework for disagreement and debate, and a way to manage it when it happens.

The Committee are keen to ensure that the Scrutiny function at Melton Borough Council remains outcomes focused and that following implementation, the impact of its recommendations are monitored and reported back to the Committee and all Members.

Since December 2021, Scrutiny have adopted the workshop approach. Members appreciate this approach because it is an opportunity to assist in the development of policy, as well as scrutinise a number of topics and provide feedback on them, which wouldn't have been possible previously.



## Scrutiny Committee (Summary of items considered)

Topic	Date	Brief Details	Outcome
<b>SCRUTINY ANNUAL REPORT</b>	25 May 2022	To approve the Scrutiny Annual Report and recommend for consideration by Council.	Members approved the Annual Report and recommended that the report is considered by Council. Council considered the report at the meeting held on 28 July 2022.
<b>DRAFT TOWN CENTRE VISION</b>	6 June 2022	Members were asked to note the Town Centre Vision and provide comments for consideration by the Cabinet and the Portfolio Holder for Growth and Prosperity.	The Committee noted the report and the Chairman presented Members' comments to Cabinet at the meeting held on 16 June 2022 ( <i>see page 14 for a summary of the comments made</i> ).
<b>HOUSING REVENUE ACCOUNT (HRA) BUSINESS PLAN 2022-2052</b>	14 June 2022	The Committee was asked to review the Housing Revenue Account Business Plan and provide comments to Cabinet.	The Chairman presented the Committee's comments to Cabinet at the meeting held on 13 July 2022 ( <i>see page 14 for a summary of the comments made</i> ). Cabinet endorsed the Business Plan and recommended that Council approves it. Council approved the business plan at the meeting held on 28 July 2022.
<b>AFFORDABLE HOUSING DEVELOPMENT PLAN 2022-26</b>	14 June 2022	The Affordable Housing Development Plan (AHDP) outlines the criteria for the way new council homes will be delivered and supports the adoption of the HRA Business Plan 2022-2052. Scrutiny were asked to provide comments on the plan.	The Committee noted the report and the Chairman presented Members' comments to Cabinet at the meeting held on 13 July 2022 ( <i>see page 15 for a summary of the comments made</i> ).

<b>Topic</b>	<b>Date</b>	<b>Brief Details</b>	<b>Outcome</b>
<b>DRAFT UK SHARED PROSPERITY FUND (UKSPF) INVESTMENT PLAN DEVELOPMENT</b>	27 June 2022	The draft UK Shared Prosperity Fund (UKSPF) Investment Plan Development outlines how the Council intends to spend £1.19m of funding that will be released once the Government approves the investment plan. Members were asked to provide comments on the plan.	The Committee noted the report and the Chairman presented Members' comments to Cabinet at the meeting held on 13 July 2022 <i>(see page 15 for a summary of the comments made)</i> .
<b>CONSULTANCY AND AGENCY USE</b>	25 July 2022	Members requested information on the consultancy and agency use by the Council. The report provided an overview of the Council's approach to resource management including: recruitment; retention; vacancy management and the use of consultancy and agency spend in support of the Council's corporate objectives. The rationale for the use of consultant support or capacity was explained to the Committee.	The Committee noted the report and the Chairman presented Members' comments to Cabinet at the meeting held on 12 October 2022 <i>(see page 16 for a summary of the comments made)</i> .
<b>CRIME AND DISORDER</b>	27 September 2022	Leicestershire Police's Neighbourhood Police Commander for Melton and Rutland and relevant Council Officers were in attendance to discuss with the Scrutiny Committee the following as part of the Crime and Disorder item: <ul style="list-style-type: none"> <li>• Local Policing</li> <li>• Safer Melton Partnership</li> <li>• Rural Policing</li> <li>• CCTV</li> <li>• Anti-social behaviour in housing services</li> <li>• Domestic Abuse</li> </ul>	The Committee noted the report and the Chairman presented Members' comments to Cabinet at the meeting held on 12 October 2022 <i>(see page 16 for a summary of the comments made)</i> .

<b>Topic</b>	<b>Date</b>	<b>Brief Details</b>	<b>Outcome</b>
<b>ASSET MANAGEMENT PLAN – HOUSING REVENUE ACCOUNT (HRA)</b>	18 October 2022	The HRA Asset Management Plan 2023-2028 was outlined to Members. It was explained that the purpose of the plan is to provide an action plan based on the recommendations from the HRA Business Plan and to set a five-year capital programme.	The Committee noted the report and the Chairman presented Members' comments to Cabinet at the meeting held on 16 November 2022 ( <i>see page 17 for a summary of the comments made</i> ).
<b>TOURISM IN THE MELTON BOROUGH AREA</b>	18 October 2022	After expressing concerns regarding the Tourism Service, a report was presented to Members which provided an overview of the Council's Tourism Service. In addition to this a presentation was delivered to the Committee.	The Committee noted the report and the Chairman presented Members' comments to Cabinet at the meeting held on 16 November 2022 ( <i>see page 18 for a summary of the comments made</i> ).
<b>STRATEGIC PARTNERSHIP BUSINESS CASE</b>	22 November 2022	On 12 October 2022, Cabinet confirmed their interest in exploring the establishment of a strategic partnership with Harborough District Council (HDC). The business case setting out the design principles for the partnership, the intended benefits and the initial proposition was presented to the Committee.	The Committee noted the report and the Chairman presented Members' comments to Cabinet at the meeting held on 6 December 2022 ( <i>see page 18 for a summary of the comments made</i> ). The Cabinet recommended to Council that the business case is endorsed and that the Council is authorised to enter into a strategic partnership with HDC. Council never considered the business case as the Members of HDC rejected the business case and the strategic partnership at their meeting on 19 December 2022.

<b>Topic</b>	<b>Date</b>	<b>Brief Details</b>	<b>Outcome</b>
<b>DEBT MANAGEMENT UPDATE</b>	11 January 2023	<p>Members requested information on the Council's performance in relation to debt collection. The report included details on:</p> <ul style="list-style-type: none"> <li>• Performance for each area of debt.</li> <li>• Confirmation of the approach to recovery of debt.</li> <li>• Action Plan in respect to Sundry Debtor collection.</li> <li>• Amount of debt written off for the last three years.</li> </ul>	<p>The Committee noted the report and the Chairman presented Members' comments to Cabinet at the meeting held on 25 January 2023 (<i>see page 19 for a summary of the comments made</i>). The Committee requested that a further report is presented to the Committee in April outlining the progress on sundry debts, housing rent arrears and garage rent arrears.</p>
<b>LEICESTERSHIRE RESOURCES AND WASTE STRATEGY</b>	11 January 2023	<p>The report sets out the final draft of the Leicestershire Resources and Waste Strategy (LRWS) 2022-2050. The strategy contains a range of pledges, although some of the pledges contained within the strategy can only be implemented if sufficient ongoing additional funding is provided by Government to cover the costs incurred by both the waste disposal and collection authorities respectively.</p>	<p>The Committee noted the report and the Chairman presented Members' comments to Cabinet at the meeting held on 25 January 2023 (<i>see page 20 for a summary of the comments made</i>). Cabinet considered the LRWS at the meeting held on 25 January 2023. Council considered the LRWS at the meeting held on 23 March 2023.</p>
<b>DAMP AND MOULD</b>	11 January 2023	<p>The details of the Council's approach and response to damp and mould across the rented sector, and as a local authority landlord was presented to the Committee. Also provided was the information and assurance provided to the Department for Levelling Up, Housing and Communities and the Regulator of Social Housing.</p>	<p>The Committee noted the report and the Chairman presented Members' comments to Cabinet at the meeting held on 25 January 2023 (<i>see page 19 for a summary of the comments made</i>).</p>

<b>Topic</b>	<b>Date</b>	<b>Brief Details</b>	<b>Outcome</b>
<b>GENERAL FUND REVENUE BUDGET 2023/24 AND MEDIUM TERM FINANCIAL STRATEGY 2024/25 TO 2026/27</b>	24 January 2023	Scrutiny Committee was asked to note the draft report and provide feedback to Cabinet. The draft budget for 2023/24 had been prepared based on the Council's approved Corporate Strategy 2020 to 2024. The budget allows for an increase in council tax of 2.99%.	The Committee noted the report and the Chairman presented Members' comments to Cabinet at the meeting held on 8 February 2023 ( <i>see page 20 for a summary of the comments made</i> ).
<b>CAPITAL PROGRAMME 2022–2027 – GENERAL FUND AND CAPITAL STRATEGY 2023/24</b>	24 January 2023	Scrutiny Committee was asked to note the draft report and provide feedback to Cabinet. The report provided information on the forecast outturn position for 2022/23 and sets out the proposed General Fund Programme for 2022-27.	The Committee noted the report and the Chairman presented Members' comments to Cabinet at the meeting held on 8 February 2023 ( <i>see page 20 for a summary of the comments made</i> ).
<b>REVENUE BUDGET PROPOSALS 2023/24 – HOUSING REVENUE ACCOUNT (HRA)</b>	24 January 2023	Scrutiny Committee was asked to note the draft report and provide feedback to Cabinet. The report updated Members on the financial position of the HRA and proposed that rents of Council dwellings increased by 7.21%. The report also proposed that the working balance for 2023/24 is set at £1m.	The Committee noted the report and the Chairman presented Members' comments to Cabinet at the meeting held on 8 February 2023 ( <i>see page 20 for a summary of the comments made</i> ).
<b>HOMELESSNESS</b>	14 March 2023	Following a request from Members, a report on homelessness was presented. The report provides an update on this area of the Council's work.	The Committee noted the report and a feedback report containing Members' comments was presented to Cabinet at the meeting held on 21 June 2023. ( <i>see page 21 for a summary of the comments made</i> ).

Topic	Date	Brief Details	Outcome
<b>INCOME COLLECTION AND DEBT MANAGEMENT – PROGRESS UPDATE</b>	18 April 2023	The Committee is to receive a progress report on sundry debts, housing rent arrears and garage rent arrears.	The Committee noted the report and a feedback report containing Members' comments was presented to Cabinet at the meeting held on 21 June 2023. (see page 22 for a summary of the comments made).
<b>SCRUTINY ANNUAL REPORT</b>	18 April 2023	To note the Scrutiny Annual Report and recommend for consideration and noting by Council.	The Committee noted the report and recommended that the report is presented to Council at the meeting scheduled for 27 July 2023.

## Portfolio Holder Presentations/Questions

Scrutiny received a Portfolio Holder presentation from the Portfolio Holder for People and Communities (Deputy Leader) on 25 May 2022 and will receive a presentation from the Leader of the Council at the meeting scheduled for 18 April 2023.

The **Portfolio Holder for People and Communities (Deputy Leader)** provided a presentation at the meeting held on 25 May 2022. The presentation set out Corporate Strategy and Priority updates as well as general portfolio updates on the following areas:

- Safer Communities: Community Safety, Community Cohesion and Priority Neighbourhoods
- Supporting Vulnerable People and Safeguarding: Integrated People Offer
- Armed Forces Covenant
- Inclusive Growth: Tackling Deprivation and Social Inequality
- Wellbeing, Physical Activity and Leisure Centre Contract Management

The Portfolio Holder also provided answers to questions asked at the meeting.

The **Leader of the Council** provided his annual update at the meeting held on 18 April 2023. The Leader outlined the following key points:

- The Council had been nominated as the most improved Council at the LGC Awards and is the only district council that has been nominated in that category.
- The Leader thanked the Officers and Leicestershire County Council for the smooth implementation of the Homes for Ukraine scheme.
- The Council were the first district in Leicestershire to introduce measures to alleviate the cost of living for residents.
- The Portfolio Holder for Housing and Landlord Services has effectively used his expertise when assisting homelessness prevention.

- The Council had been involved in successful high profile prosecutions including Krispy Kreme and animal welfare.
- Eight houses in Old Dalby have been purchased for social housing provision. They are currently being built and six will be built with enhance environmental measures.
- It was recognised that the northern and eastern section of the Melton Mowbray Distributor Road (MMDR) is now proceeding and the Council has supported the construction of the southern section. The application for the southern section is expected in the autumn. The Leader noted that if the MMDR doesn't proceed then the local plan would have to be revisited as targets would not be met.
- The staff survey has shown that there is high positive satisfaction amongst staff which is positive as high satisfaction is important when wanting to retain staff.
- The Leader noted that with inflation running at 10%, this devalues the funding that has been received as a part of the Levelling Up Fund and the United Kingdom Shared Prosperity Fund, therefore it is important that the funds are spent 'on time' in order to receive maximum value.
- The Leader thanked all Members and Officers of the Council for all their hard work and contributions over the past four years.

The Leader also provided answers to questions asked at the meeting.

After reviewing the volume and range of items on the Work Programme, the Scrutiny Committee decided that, in future, only the Leader will be invited to give an annual presentation. It was agreed that the Committee's efforts would be better focused on scrutinising specific topics in greater depth, as opposed to receive an overview of a Portfolio Holder's area.

Scrutiny Committee have been grateful for the past attendance by Portfolio Holders at the Committee for their annual presentations and will continue welcome Portfolio Holders to present reports and receive feedback and questions from members on specific areas of the Council's business.



## Workshops

### Police and Crime Commissioner – 20 October 2022

The Scrutiny Committee met with the Police and Crime Commissioner (PCC) on 20 October 2022. In attendance were Councillors Child, Atherton, Carter, Chandler, Douglas, Evans, Posnett and Wilkinson. The Portfolio Holder People and Communities (Deputy Leader) was invited to attend. The purpose of the meeting was to discuss the PCC's work and to answer questions Members' had in relation to Leicestershire Police's coverage within the Borough. The following points were raised and subsequently outlined to the Cabinet in a feedback report:

- The initiative that Leicestershire Police would attend every property after a burglary had taken place was welcomed.
- It was noted that the PCC recognised the link between drugs and anti-social behaviour and Members welcomed efforts by the Police to restrict the supply of drugs.
- Members welcomed efforts to educate young people on the effects of drugs.
- Following a query regarding a particular drugs case, the PCC stated that he couldn't comment on individual cases but did state that as the Crown Prosecution Service evidence criteria is more stringent, then the Police would have to gather more evidence before action is taken.
- It was noted that some Police Officers are able to work from home by clocking on at home and heading straight to their beat, especially if the beat is closer to home than to headquarters. Also, Officers are allocated time to complete paperwork and office-based tasks and are allowed to do this from home.
- Concern was expressed in regard to Police Officers carrying warrant cards whilst off duty.
- Regarding a comment made about the Insulate Britain and Just Stop Oil activists, the PCC informed Members that Police Officers must act within the law and that is why removing such protests can take a while.
- The Police's Hate Crime Campaign was highlighted by Members, particularly the criticism the force received as a result of it.

### Asset Development Programme – 3 November 2022

A workshop on the Asset Development Programme was held on 3 November 2022. In attendance were Councillors Child, Chandler, Evans and Posnett. The Portfolio Holder for Growth and Prosperity was invited to attend. The purpose of the workshop was to review the issues and opportunities for the Council in respect to the management and development of its assets.

Members discussed the options for the Council-owned section of the Cattle Market North, Phoenix House and Parkside. Members were concerned about the team's capacity to carry out the projects at the same time but welcomed the progress that had been made.

In relation to Parkside, Members were positive regarding the proposed hotel next to the railway station but reminded Officers to consider parking capacity and to keep all Members informed as the proposal is developed.



### Budget Scrutiny – 3 January 2023

The budget scrutiny workshop was held on 3 January 2023. In attendance were Councillors Child, Atherton, Chandler, Douglas, Evans, Holmes and Wilkinson. The purpose of the workshop was to scrutinise the draft budget and provide feedback.

Members were informed that the figures were unlikely to change between the workshop and the publication of the draft budget ahead of the Scrutiny Committee meeting on 24 January 2023.

After some robust challenge, Officers reassured Members that budget holders are challenged and required to justify spending at several stages to ensure the spending is necessary.

### Leisure Procurement Strategy – 5 January 2023

The workshop on the leisure procurement strategy was held on 5 January 2023. In attendance were Councillors Child, Atherton, Chandler, Douglas, Evans, Wilkinson and Webster. The Portfolio Holder of People and Communities (Deputy Leader) and the Portfolio for Growth and Prosperity were also invited to attend.

The purpose of the workshop was to run through the strategy and provide comments and feedback on the following: purpose of the service; core leisure facilities; affordability and shadow bid; contract length; utilities risk; maintenance risk; investment and variant bids; procurement process; quality/social value evaluation; profit or income share and pandemic clause.

### Planning Service – 16 February 2023

A workshop on the Planning Service was held on 16 February 2023. In attendance were Councillors Child, Atherton, Carter, Chandler, Douglas, Evans, Holmes and Posnett. The Portfolio Holder for Growth and Prosperity was also invited to attend.

The purpose of the workshop is to review the Planning Service to ensure the service provided needs the needs of customers and stakeholders. Officers from the Planning Service were in attendance to outline the service, its purpose and its current performance. Members then had an opportunity to question Officers, provide comments and suggest improvements.

### Climate Change – 8 March 2023

The workshop on Climate Change was held on 8 March 2023. In attendance were Councillors Child, Atherton, Carter, Chandler, Evans, Holmes, Lumley, Posnett and Wilkinson. The Portfolio Holder for Climate, Access and Engagement was also invited to attend.

The purpose of the workshop was to give Members an opportunity to provide feedback on the work carried out on the baseline study and the climate change strategy. Members welcomed the work that had been carried out and then questioned Officers, provided comments and made suggestions.

## Scrutiny Reports to Cabinet

In accordance with the Scrutiny Procedures Rules, the Scrutiny Committee may report to Cabinet under Item 4 of the Cabinet Agenda – Matters Referred from Scrutiny Committee in Accordance with Scrutiny Procedure Rules.

The Chairman of Scrutiny has formally reported to Cabinet on behalf of the Committee on the following items:

### Draft Town Centre Vision – 16 June 2022

The Draft Town Centre Vision was presented to the Scrutiny Committee on 6 June 2022. The Chairman stated that Members were not initially aware that the vision was a background document until it was confirmed later in the meeting. Other points raised were as follows:

- Concerns were raised over the use of consultants.
- Questioned the funding source for the projects.
- Expressed disappointment that the Council had not successfully engaged with the landlords of the Bell Centre before adding the property into the vision.
- Mentioned that youth services should figure more prominently.
- Vision is good, however it needs to be more focused.
- Good to see Pera included.
- Concerned that car parking was mentioned as there isn't a strategy for car parking.
- Concern that there would be more investment for the cattle market and thereby directing resources away from the town centre.
- Even though Melton Mowbray is the rural capital of food, the food offer was limited.
- The language of the document was concerning, especially the reference to the economy being low wage. Was seen as 'talking down' the town and borough.
- The short timeframe was questioned.

In receiving the feedback, the Portfolio Holder for Growth and Prosperity welcomed the points raised and added that they would add value to the final document. The Chairman commented that the reference to the economy being low wage was factual information when reviewing the statistics. The point was also made that the Bell Centre had been added to the vision prior to consultation as it formed part of the strategy. The Cabinet agreed to have regard to the Scrutiny Committee's feedback.

### Housing Revenue Account Business Plan 2022-2052 – 13 July 2022

The Housing Revenue Account Business Plan 2022-2052 was presented to the Scrutiny Committee on 14 June 2022. This was after two workshops on the topic were held, with one workshop taking place on 7 December 2021 and the other taking place on 15 March 2022. The following points were outlined to the Cabinet by the Scrutiny Chairman:

- The question was raised as to why the Asset Management Plan wasn't completed prior to the business plan, as it was felt that a better business plan would have been produced if all the assets were known.
- The purpose of HouseMark was queried.
- Concern was raised in regard to registered providers allocating affordable homes to out of area residents.
- Concern was raised regarding an overreliance on consultants to support Council work.

- As 20% of the housing stock hadn't been surveyed, the Council does not know the condition of 20% of the housing stock.
- It noted that the capital programme was underspent by 50% in 2021/22.
- Consideration should be given to what replaces demolished garages.
- It was noted that the sensitivity analysis showed some wide ranging changes in the finances and questions were raised on how the Council would cope if, for example, the government changed its policy on rent increases.

In receiving the feedback, the Leader thanked the Scrutiny Committee for their work, particularly the two workshops they have held on the topic. The Cabinet agreed to have regard to the Scrutiny Committee's feedback.

### [Affordable Housing Development Plan – 13 July 2022](#)

The Scrutiny Committee considered the Affordable Housing Development Plan at the meeting held on 14 June 2022. The following points were outlined to the Cabinet by the Scrutiny Chairman:

- The query was raised on whether the borrowing for the Development Plan was affordable.
- The comment was made on how the Council is going to prevent the investment from being sold under the right to buy scheme.
- Concern was raised that the targets weren't ambitious and represented a net loss of 5 properties per year.
- Concern was raised that the Council are not replacing right to buy sales like for like.
- A comment was made that discussions on developing affordable housing had been continuing for a number of years, however little progress had been made.
- The cautious approach as advocated by the Portfolio Holder was welcomed, as the priority is to have enough resources to look after tenants.
- The comment was made that the Council should ensure that develops build the affordable housing they agreed to when their applications were granted.

In receiving the feedback, the Leader thanked the Scrutiny Committee for their work and commented that a shortage of affordable homes has been an issue in Melton for some time. The Cabinet agreed to have regard to the Scrutiny Committee's feedback.

### [Draft UK Shared Prosperity Fund \(UKSPF\) Investment Plan Development – 13 July 2022](#)

The Scrutiny Committee considered the Draft UK Shared Prosperity Fund Investment Plan Development at the meeting held on 27 June 2022. The following points were outlined to the Cabinet by the Scrutiny Chairman:

- Concerns were raised over the state of businesses in the Borough and how the UKSPF is going to assist.
- Members raised their concerns over the Bell Centre project being included without the Council knowing whether the current owner is a willing partner.
- The Committee was supportive of the inclusion of a programme of health checks for farmers based at the cattle market.
- It was noted that projects must be prioritised as the value of the projects exceeds the amount of funding the Council is expected to receive.
- Concern was raised that three of the four projects under the People and Skills theme are being led by Leicester City Council.

- The comment was made that the Council would have to carry out sufficient due diligence to ensure the suitability of the partner.
- Funding should be directed towards the rural economy and that bonds need building with the parish councils.
- Investment in existing projects that are working and sustainable should be undertaken in order to make them more successful.
- The Council should direct funding towards a smaller number of projects and work at making those successful.
- The Council should reflect on how other local authorities are informing their residents on what they are doing and learn lessons.
- A Member commented that the bid must include support for increased cost of living, tourism and the visitor economy and rural isolation/access to services/connectivity.

In receiving the feedback, the Leader acknowledged the work of the Scrutiny Committee on the UKSPF Investment Plan Development. The Cabinet agreed to have regard to the Scrutiny Committee's feedback.

### Consultancy and Agency Use – 12 October 2022

The Scrutiny Committee considered the Consultancy and Agency Use report at the meeting held on 25 July 2022. The following points were outlined to the Cabinet by the Scrutiny Chairman:

- A query was raised on whether the Council had hired a consultant/expertise to produce a report and/or recommendations in which the Council had not acted upon.
- In following the first point, the question was asked what happens to the information that isn't used.
- Concern was raised that the consultant who delivered the Health and Leisure Park presentation in January 2022 does not understand the needs or market of Melton.
- The spending figures presented was questioned and it subsequently transpired that the figures did not include spending incurred during this financial year.
- A comment was made whether the Council required additional in-house capacity as opposed to consultants.
- A query was raised as to whether the Council are receiving value for money in relation to consultancy fees spent on tourism.

In receiving the feedback, the Leader thanked the Scrutiny Committee for their hard work and diligence. In addressing the need for additional in-house support, the Leader commented that as Melton Borough Council is the 4th smallest council in the country and the Council's spending power since 2010 is 42% smaller, then this does make it difficult to employ experts and therefore consultants will continue to be used. The Cabinet agreed to have regard to the Scrutiny Committee's feedback.

### Crime and Disorder – 12 October 2022

The Scrutiny Committee considered the Crime and Disorder Annual Update at the meeting held on 27 September 2022. The following points were outlined to the Cabinet by the Scrutiny Chairman:

- A comment was made that most of the discussion was focussed on the town of Melton Mowbray and that it is important not to forget that half of the Borough's population lives in the villages.

- Concern was raised that the lack of youth services within the villages has led to an increase in petty vandalism.
- It was noted that sometimes petty thefts are unreported and this is why it may seem like there is an increase in petty crime when the statistics do not confirm it. It was reiterated that it is important that people do report when crimes are committed.
- Concern was raised over the coverage of the police in rural areas particularly in response to crime.
- Gratitude for the work of the Police was expressed.
- The comment was made that early intervention is important when addressing crime and disorder issues with young people.
- Reassurance was sought that sufficient support is provided to people suffering from anti-social behaviour.
- A comment was made that the presence of the police at the hunt was excessive.
- It was thought that the Action for Melton Youth should be engaging with other youth groups.
- Concern was raised on how the Council would practically support prison leavers.
- Concern was raised that some victims are not receiving timely updates on what is happening with their cases and this has left them feeling that no one cares.

In receiving the feedback, the Portfolio Holder for People and Communities (Deputy Leader) thanked Members for the positive meeting and highlighted the importance of reporting any form of anti-social behaviour. It was noted that the Scrutiny Committee would meet with the Police and Crime Commissioner and the Leader stated that he is looking forward to receiving the feedback from that meeting. The Cabinet agreed to have regard to the Scrutiny Committee's feedback.

### [Asset Management Plan \(HRA\) – 16 November 2022](#)

The Scrutiny Committee considered the Asset Management Plan (HRA) report at the meeting held on 16 November 2022. After considering the report, the Committee decided to make the following recommendation to Cabinet:

- The Scrutiny Committee recommends to Cabinet that the Council:
  - 1) Works within the remit presented;
  - 2) Prioritises reducing tenants' bills through the installation of energy saving measures;
  - 3) Removes all remaining storage heaters from Council-owned properties as soon as possible, and;
  - 4) Continues to prioritise the insulation of properties.

The following points were outlined to the Cabinet by the feedback report:

- Concern was expressed that the stock condition survey has shown that 20% of the Council's housing stock is not up to the decent homes standard.
- The comment was made that tenants who look after their property could be penalised as improvements could not be considered necessary when due.
- Concern was expressed at the number of properties with storage heaters, especially because they are known to be inefficient and expensive to run.
- A comment was made that the Council should ensure that they have sufficient number of properties required for the expected and significant increase in the elderly population.
- The plan is good and well written but more prioritisation is required.
- It noted that the Council intends to replace all aluminium windows as soon as possible.

- Members were supportive of the Council's plan to install solar panels or an alternative technology which best supports the tenant, where funding permits.
- Whilst Members support the zero-carbon agenda, they agreed that the current priority should be to support initiatives that helps keep tenants' bills as low as possible.

With regards to the recommendation, the Cabinet resolved to accept the recommendation from Scrutiny. In addition, the Cabinet agreed to have regard to the Scrutiny Committee's feedback.

### Tourism in the Melton Borough Area – 16 November 2022

The Scrutiny Committee considered the Tourism in the Melton Borough Area report at the meeting held on 18 October 2022. The following points were outlined to the Cabinet by the feedback report:

- The hard work and dedication of the team in promoting events and attracting tourists was recognised.
- Concern was raised that once visitors arrived in Melton, there is a lack of information and nowhere for them to go to find out what there is to do and where to go.
- The comment was made that there should be more promotion of Eye Kettleby Lakes.
- Members commented that the Council should promote the town centre more effectively.
- Members expressed a preference for funding to be invested into the town centre, as well as out of town centre locations such as the Stockyard.
- The comment was made that there are not enough food related attractions in the town centre, particularly as the town is known as the 'Rural Capital of Food'.
- The query was made on why churches are not mentioned, particularly as the Borough have some of the best churches in the country.
- Members welcomed the presentation but wanted more information on how the service measures success.
- Concerns over the lack of accommodation within the Borough were mentioned. Members suggested converting Parkside or a section of Parkside into a hotel.
- A Member suggested that leaflets could be sent out to all residents with their Council Tax bills.
- The Committee advised that the town and countryside should be advertised as separate tourism offers. The Borough has a considerable amount of history and not all of it is in the town.
- The comment was made that the service should have a greater presence at future events.

The Cabinet agreed to have regard to the Scrutiny Committee's feedback.

### Police and Crime Commissioner Meeting – 16 November 2022

The Scrutiny Committee met with the Police and Crime Commissioner on 20 October 2022. The points outlined on page 11 were presented to the Cabinet via a feedback report. The Cabinet agreed to have regard to the Scrutiny Committee's feedback.

### Strategic Partnership Business Case – 6 December 2022

The Scrutiny Committee considered the Strategic Partnership Business Case at the meeting held on 22 November 2022. The following points were outlined to the Cabinet by the Scrutiny Chairman:

- In reviewing the cost apportionment for a shared Chief Executive and Deputy Chief Executives, the comment was made that whilst the cost would be shared 50/50 there are other options to base the sharing of costs. As this option would clearly disadvantage MBC, clarity was sought (and received) on why a 50/50 split was being applied.



- Members commented that the business case was too lengthy and repetitive and the suggestion was made that the business case should be slimmed down and focus on the proposition and recommendations which are due to be considered at the Council meeting on 20 December.
- Members commented that the business case lacked the financial detail to support assumptions detailed within the business case that the strategic partnership would save each Council the money through future service collaboration.
- The comment was made that by deleting a director post and sharing Senior Officers, that this may weaken management in these areas and undermine confidence with the danger that the performance of some services may deteriorate.
- Concern was raised regarding termination arrangements, particularly if there is a change in political leadership after the elections in May 2023 and subsequent change in priorities.
- A comment was made that the benefits for Harborough appeared to be greater than the benefits for Melton.
- A Member of the Committee raised a concern about the impact of sharing senior staff at a time of good progress and improvement in performance in Melton, particularly in the Housing Services.
- A concern was raised about how manageable it would be for a shared Chief Executive to manage different priorities across two councils.
- The timescales for considering the strategic partnership was questioned.
- The need to be able to monitor progress of the partnership was noted.
- The Committee raised the need to ensure that Members retain control of the decision-making process.
- Members of the Committee recognised the need for change, with some broadly expressing support for the strategic partnership.

The Cabinet noted the feedback from the Scrutiny Committee.

### Damp and Mould – 25 January 2023

The Scrutiny Committee considered the Damp and Mould report at the meeting held on 11 January 2023. The following points were outlined to the Cabinet by the Scrutiny Chairman:

- The comment was made that the report was well written and structured.
- Concern was raised regarding damp and mould in social housing not owned by the Council.
- It was recognised that there is a particular issue with void properties.
- The response of the service was praised when made aware of a particular case of damp and mould.
- A concern was raised that the damp and mould leaflet had not been circulated to tenants.

The Portfolio Holder for Housing and Landlord Services thanked the Scrutiny Committee for their feedback. The Cabinet agreed to have regard to the Scrutiny Committee's feedback.

### Debt Management Update – 25 January 2023

The Scrutiny Committee considered the Debt Management Update at the meeting held on 11 January 2023. The following points were outlined to the Cabinet by the Scrutiny Chairman:

- Members welcomed the approach of engaging tenants at an early stage of rent arrears and recognition that external factors affect tenants' ability to pay.

- The comment was made that the letters to inform tenants of rent arrears were previously overly threatening and that a better worded letter may lead to more engagement and willingness to resolve ongoing arrears.
- Concern was raised with the amount of legal work that could be required to process the number of cases.
- The Committee questioned whether garages and their contents could be seized if rents are not paid.
- Members commented that the historic sundry debt needs resolving and removing from the balance sheet.
- Members agreed with the approach that Officers require more delegation and can therefore adopt a flexible approach when deciding whether to write off debt.
- Members weren't too concerned about the Council Tax and Business Rates arrears considering the Council's collection rate in comparison to neighbouring authorities is favourable.

The Portfolio Holder for Corporate Governance, Finance and Resources thanked Scrutiny for the report and the diligent way it had dealt with the matter of debt. The Leader thanked Scrutiny for the in-depth investigation. The Cabinet agreed to have regard to the Scrutiny Committee's feedback.

### [Leicestershire Resources and Waste Strategy – 25 January 2023](#)

The Scrutiny Committee considered the Leicestershire Resources and Waste Strategy at the meeting held on 11 January 2023. The following points were outlined to the Cabinet by the Scrutiny Chairman:

- Members commented that the report was well written and structured and were positive about the level of response to the countywide consultation exercise.
- Members were pleased with the service provided by the existing waste collection contractor.
- The Committee were pleased that action against fly tipping had been added as a specific pledge.
- The addition of 'what three words' to help pinpoint the location of fly tipping when reporting was noted by Members.
- Members noted the important role that the wombles and other community groups play in local communities in collecting litter.
- Concern was raised regarding the recent legislative change relating to the collection and disposal of items containing Persistent Organic Pollutants (POPs) and that this could result in an increase in fly tipping.
- Members noted that some of the strategy pledges had been caveated, as they are subject to total and ongoing Government funding.

The Portfolio Holder for Climate, Access and Engagement thanked Scrutiny for the report. The Cabinet agreed to have regard to the Scrutiny Committee's feedback.

### [Budget Proposals – 8 February 2023](#)

At the meeting held on 24 January 2023, the Scrutiny Committee considered the following budget reports:

- General Fund Revenue Budget 2023/24 and Medium-Term Financial Strategy 2024/25 to 2026/27;
- Capital Programme 2022-2027 – General Fund and Capital Strategy 2023/24;



- Revenue Budget Proposals 2023/24 for Housing Revenue Account (HRA).

The following points were outlined to the Cabinet by the Scrutiny Chairman:

- Scrutiny noted that the budget position would be significantly improved once the backdated service charges relating to Parkside and Phoenix House had been recovered.
- Members sought assurances that the £142k NNDR cost recharge to the contractor for occupation of Lake Terrace under the terms of the lease would be paid.
- The query was raised as to whether, in light of the challenging financial situation the Council finds itself, why was it deemed appropriate to create the post of Assistant Director overseeing the Shared Prosperity Fund.
- The issue of funding for staff vacancies was raised, as well as the impact of hiring interims to temporarily fill those vacancies was having upon the budget.
- Concern was raised regarding the cost to the Council of replacing vehicles.
- Concern was raised regarding the underspent Disabled Facilities Grants and whether the unspent funds would have to be returned.
- Concern was raised on the voucher scheme to provide tenants a one-off payment to assist with the cost of living and how this was to be managed and audit considerations.
- The comment was made that the Council can and should be acting more decisively when recovering garage rent arrears which currently total £18k.
- A concern was raised on whether capital investments on Council-owned homes will provide sufficient reduction energy use and carbon emissions.

The Cabinet agreed to have regard to the Scrutiny Committee's feedback.

### Homelessness – 21 June 2023

The Scrutiny Committee considered the Homelessness report at the meeting held on 14 March 2023. Scrutiny's comments were presented to Cabinet at their first meeting of the 2023/24 municipal year held on 21 June 2023. The following points were outlined:

- Scrutiny thanked Officers for the work they do and were told that the work is appreciated by partners and the community.
- A Member mentioned that in their experience of encountering residents who are homeless or facing homelessness, the feedback received has been positive and the actions that have been taken have been above and beyond what was expected.
- Concern was raised regarding the number of people living in temporary accommodation, however Members were reassured that the Council discharges legal duties under the homelessness legislation.
- A comment was made by a Member that the Council is doing an exceptional job in regards to homelessness.
- Members welcomed the clarification that Armed Forces Veterans are treated as a priority need when presenting as homelessness.
- The lack of supported accommodation in the Borough was raised as a risk.
- The concern of out of area people being housed within the Borough was raised. Officers confirmed that they would always look at suitable properties in suitable locations relevant to each case and that availability of accommodation was a key consideration.

- Concern was raised regarding the houses (private rented sector) that can't be brought up to standard due to new guidelines around energy efficiency. The Committee were informed that the Council are aware of the risk in this area. Officers advised that it hoped to increase engagement with landlords through a landlord forum.
- A Member stated that they do not think it is helpful to house a person in a property where everything has been stripped out, however it was noted that this is usually done for health and safety reasons.
- Complaints have been raised with Members regarding why some people seeking assistance do not receive a call back. Members were reassured that all people seeking assistance are registered with a duty officer and their case is processed in the appropriate manner.

The Cabinet agreed to have regard to the Scrutiny Committee's feedback.

### [Income Collection and Debt Management, Progress Update – 21 June 2023](#)

The Scrutiny Committee considered the progress update report on income collection and debt management at the meeting held on 18 April 2023. Scrutiny's comments were presented to Cabinet at their first meeting of the 2023/24 municipal year held on 21 June 2023. The following points were outlined:

- A Member welcomed the progress made in recovering outstanding debt, especially considering some tenants find paying their debt very difficult due to low incomes or only receiving benefit payments, coupled with the impact of the increase in the cost of living.
- It was suggested that weekly direct debits could be offered to make it more convenient for some tenants to pay off debt. Officers agreed with the principle of weekly direct debits, as rent is charged weekly and accepted that in doing so would make the service more flexible and supportive.
- In relation to garage rent arrears, the overall debt has been reduced by 11% since January. A comment was made that if the tenant has had a warning, then the Tenancy Services Manager should take the garage off the tenant if arrears persist and then the tenant should be prevented from renting another garage, this option is included in the income management policy.

The Cabinet agreed to have regard to the Scrutiny Committee's feedback.

## Scrutiny Work Programme

Scrutiny Committee reflect on the work programme at each meeting and consider any new items to be added. The work programme is developed by the Chairman and Vice Chairman in collaboration with the Committee.

The Scrutiny Committee must agree an Annual Work Programme in accordance with the Scrutiny Procedure Rules and that Work Programme may contain:

- 1) Matters which inform the development of the Council's Budget and Policy Framework.
- 2) Matters which inform the development of the Council's approach to matters not forming part of the Council's Budget and Policy Framework.
- 3) Holding enquiries and investigating the available options for future direction in policy development, matters of public concern and any other issues within their functions.
- 4) Call in of Key Decisions.
- 5) Requests by a member of the Scrutiny Committee.
- 6) Requests from the Council and if it considers appropriate, the Cabinet.

The Chairman has asked members to consider the following when proposing items to add to the work programme:

### **1) Scrutiny Committee Functions & Procedures Rules:**

- Which Corporate Priority the item links to (Priorities attached for ease of reference)
- If the item is of significant community concern
- If the issue is significant to Partners and/or Stakeholders
- What the added value is of doing the work
- What evidence there is to support the work
- If the Scrutiny work can be completed within a proportionate time to the task identified
- If the work is being done somewhere else
- What will be achieved
- If the Council has the resources to carry out the work effectively

### **2) Consider:**

- What?

Be prepared to provide the committee with some background information and scope of the proposed report/review.

- Why?

Be prepared to justify why the item should be considered by Scrutiny, what might be the intended outcome, why is it important in relation to the provision of services/value for money etc...?

- When?

Is the item time sensitive? What is the level of priority?

➤ Outcomes?

What value can Scrutiny add, what are likely to be the measurable outcomes, is the work already being done somewhere else?

It is hoped this guidance will ensure that Scrutiny at Melton Borough Council is outcomes focused and that the value of Scrutiny can be evidenced and results measured.

The Scrutiny Committee held a workshop on 22 June 2022 to discuss the Annual Work Programme, which was attended by all Officers from the Senior Leadership Team.

- Members were asked in advance of this workshop to provide ideas for inclusion in the Scrutiny Work Plan 2022/23 to the Scrutiny Chairman.
- The Senior Leadership Team also provided a presentation which provided detail of emerging priorities in relation to the Corporate Strategy.
- All ideas put forward were discussed in detail and a shortlist of items was agreed.
- The shortlisted items were plotted on the work plan in consultation with the Scrutiny Chairman and relevant Directors.

A Work Programme workshop will take place on 15 June 2023 in advance of the first meeting of the 2023/24 Municipal Year to establish priorities for the Committee.

## Training

All new Members to the Scrutiny Committee receive induction training. Induction training was delivered in March 2023. This included an outline of scrutiny with a focus on key roles; powers and responsibilities; ways of working for effective scrutiny (e.g. work programme, project scopes, critical friend questioning and listening); discussion around challenges; and provision of examples from meeting observation at MBC and other councils.

Scrutiny Members will receive comprehensive Scrutiny Training on 5 June 2023 as part of the Members Induction Programme.

## Further information

If you would like further information about Scrutiny, please use the contact details below:

### **Senior Democratic Services and Scrutiny Officer**

Name: Adam Green

Tel: 01664 502319

Email: [agreen@melton.gov.uk](mailto:agreen@melton.gov.uk)

### **Scrutiny Committee Chairman**

Email: [rchild@melton.gov.uk](mailto:rchild@melton.gov.uk)



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## Council

27 July 2023

### Inquorate Parish Council

<b>Report Author:</b>	<b>Natasha Taylor</b> , Deputy Monitoring Officer
<b>Report Author Contact Details:</b>	01664 502441 ntaylor@melton.gov.uk
<b>Chief Officer Responsible:</b>	<b>Alison McKane</b> , Monitoring Officer
<b>Chief Officer Contact Details:</b>	01664 502543 amckane@melton.gov.uk
<b>Lead Member/Relevant Portfolio Holder</b>	N/A as report of <b>Monitoring Officer</b>
<b>Corporate Priority:</b>	All
<b>Relevant Ward Member(s):</b>	N/A
<b>Date of consultation with Ward Member(s):</b>	N/A
<b>Exempt Information:</b>	No

#### 1 Summary

- 1.1 To seek Council’s authority to make an order under Section 91 of the Local Government Act 1972, appointing named persons to be Parish Councillors on an interim basis.
- 1.2 To seek delegated authority to make such orders under Section 91 of the Local Government Act 1972 and adopt a procedure for making temporary appointments to inquorate Parish Councils.

#### 2 Recommendation(s)

**That Council:**

- 2.1 Approve the Order attached at Appendix A, to appoint temporary Parish Councillors to Garthorpe and Coston Parish Council, so that the Parish Council is quorate and can continue to operate;
- 2.2 Delegate authority to the Returning Officer, in consultation with the relevant Ward Member(s) and Parish Clerk, to make such orders under Section 91 of the Local

Government Act 1972, should a similar situation arise in the future in respect of any Parish Council in the Borough area;

- 2.3 Authorise the Monitoring Officer to make the relevant updates to the Scheme of Delegation, subject to approval of the delegation at 2.2 above; and
- 2.4 Adopt the procedure set out at Appendix B which shall be used by the Returning Officer when exercising the delegation set out above.

### **3 Reason for Recommendations**

- 3.1 The Order to appoint a temporary Parish Councillor to Garthorpe and Coston Parish Council will mean that they can continue to operate.
- 3.2 The Constitution does not currently include a delegation to address the issue of an inquorate Parish Council. The proposed delegation will avoid any delay in making an order under Section 91 of the LGA 1972 in the future and ensure that any Parish Council's which become inquorate are able to continue to operate.
- 3.3 Adoption of the procedure will increase certainty and clarity.

### **4 Background**

- 4.1 A Parish Council must be quorate in order to operate and make decisions. A quorum for Parish Councils is defined as being one third of its membership, but not less than 3.
- 4.2 Subsequent to the deadline for nominations for the Parish elections held on the 4th May there were not enough validly nominated candidates to fill the five vacancies for the Parish of Garthorpe and Coston. There were just two valid nominations submitted by candidates who were declared elected without a contest, thereby rendering Garthorpe Parish Council inquorate.
- 4.3 In order to fill the remaining three vacant seats, a timetable for a By-election was prepared and the Notice of Election was published on 17 May 2023. Subsequent to the deadline for nominations, no nominations papers were submitted and therefore the Parish Council remained inquorate.

### **5 Main Considerations**

- 5.1 Section 91 of the Local Government Act 1972 gives principal councils the power (not duty) to make an order appointing temporary members to a Parish Council where, due to the number of vacancies, the council cannot function.
- 5.2 Under the Constitution there is currently no delegated powers for an Officer of Melton Borough Council to appoint interim Councillors to inquorate Parish Councils, therefore the responsibility lies with Council.
- 5.3 It is good practice to adopt a procedure for delegating these appointments and the making of the necessary Order so that they can be made promptly when necessary.
- 5.4 Appointees are usually appointed from the Ward Members of the Principal Authority.
- 5.5 The Parish of Garthorpe falls within the Borough Ward of Wymondham. The relevant Ward Councillor is Councillor Malise Graham. Councillor Graham has been consulted to ascertain his willingness to be appointed to the Parish Council on a temporary basis.

- 5.6 Two copies of a Section 91 Order must be sent to the Secretary of State, but there is no requirement that it be confirmed by the Secretary of State. The draft Section 91 Order is set out at Appendix A.
- 5.7 The appointment will end once sufficient members are elected or co-opted to the Parish Council.

## **6 Options Considered**

- 6.1 Unless Melton Borough Council appoint a temporary member to Garthorpe and Coston Parish Council it will remain inquorate and will be unable to operate and make decisions.
- 6.2 Continue reporting any such future cases to Council for approval of temporary appointments – it is considered that would lead to unnecessary delay.

## **7 Consultation**

- 7.1 Consultation has taken place with the Ward Member, Councillor Malise Graham and the Clerk for Garthorpe and Coston Parish Council.

## **8 Next Steps – Implementation and Communication**

- 8.1 Subject to approval two copies of the Order set out at Appendix A will be signed and sealed and sent to the Secretary of State.
- 8.2 Subject to approval of the delegation at recommendation 2.2, the Scheme of Delegation in the Constitution will be updated.

## **9 Financial Implications**

- 9.1 There are no financial implications associated with this report.

**Financial Implications reviewed by: Director for Corporate services**

## **10 Legal and Governance Implications**

- 10.1 Schedule 12, paragraph 12 of the Local Government Act 1972 provides that no business is to be transacted at a meeting of a parish council unless at least one-third of the whole number of members of the council are present at the meeting, but in no case shall the quorum of a parish council be less than three members.
- 10.2 Section 91 of the Local Government Act 1972 gives principal councils the power to make temporary appointments to fill all or any of the vacancies until sufficient parish councillors are elected and take up office.

**Legal Implications reviewed by: Interim Assistant Director for Governance & Democracy**

## **11 Equality and Safeguarding Implications**

- 11.1 An Equality Impact Assessment (EqIA) has not been completed because there are no service, policy or organisational changes being proposed.

## **12 Community Safety Implications**

- 12.1 There are no community safety implications.

## **13 Environmental and Climate Change Implications**

- 13.1 There are no environmental or climate change implications.



## 14 Risk & Mitigation

Risk No	Risk Description	Likelihood	Impact	Risk
1	If the temporary appointment is not made the Parish Council will remain inquorate and unable to operate	Very High	Critical	High Risk

		Impact / Consequences			
		Negligible	Marginal	Critical	Catastrophic
Likelihood	Score/ definition	1	2	3	4
	6 Very High				
	5 High			1	
	4 Significant				
	3 Low				
	2 Very Low				
	1 Almost impossible				

Risk No	Mitigation
1	The Council is recommended to approve the Order

## 15 Background Papers

None

## 16 Appendices

16.1 Appendix A – Draft Order under Section 91 Local Government Act 1972

16.2 Appendix B – Procedure for making temporary appointments to inquorate Parish Councils



## Appendix A

THIS ORDER is made on the            day of            2023 by MELTON BOROUGH COUNCIL (“the Council”).

Garthorpe and Coston Parish Council is currently unable to act due to the number of vacancies following the May 2023 Parish Elections.

Under Section 91 of the Local Government Act 1972, where there are so many vacancies in office of parish councillor that the parish council is unable to act, the Principal Council (“the Council”) may by order appoint persons to fill all or any vacancies until other councillors are elected or co-opted and take up office.

**NOW** in pursuance of the power conferred upon it by Section 91 of the Local Government Act 1972 the Council hereby appoints the following persons to act as a member of Garthorpe and Coston Parish Council until such time as councillors are elected or co-opted and take up office whereupon such appointments will cease.

Councillor Malise Graham MBE

The COMMON SEAL of Melton Borough Council was hereunto affixed in the presence of:

Chief Executive/Monitoring Officer

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## Appendix B

### Procedure for Making Temporary Appointments to Parish Councils

This process enables Melton Borough Council to make an Order to appoint persons to Parish Councils in the Borough area in accordance with Section 91 of the Local Government Act 1972.

1. The Clerk to a Parish Council notifies Melton Borough Council that their authority is unable to operate due to being inquorate.
2. Electoral Services verifies the number of seats on that council and that it is inquorate. They also identify the minimum number of appointments required in order for the parish council to be quorate.
3. All ward members in the ward in which the parish council is located will be offered the opportunity to be appointed to the council as a temporary appointment until such time as the vacancies are filled by election or co-option.
4. All appointments will end once sufficient members are elected or co-opted to the parish council.
5. In the event that insufficient ward members are available and willing to be appointed in order to make up a quorum, the Returning Officer is authorised to appoint any other person, following consultation with the Borough ward member(s) for the parish affected and the Parish Clerk.
6. In the event that no appointments can be made, the parish council will remain inquorate until elections are held resulting in sufficient numbers of parish councillors to be quorate.
7. In accordance with Section 91 (3) of the local Government Act 1972, the Returning Officer will send two copies of the Order to the Secretary of State. This will also be copied to the relevant parish Clerk.

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## Council

27 July 2023

### Local Government Boundary Commission for England - Electoral Review

<b>Report Author:</b>	<b>Natasha Taylor</b> , Deputy Monitoring Officer
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<b>Chief Officer Responsible:</b>	<b>Edd de Coverly</b> , Chief Executive
<b>Chief Officer Contact Details:</b>	01664 502536 edecoverly@melton.gov.uk
<b>Lead Member/Relevant Portfolio Holder</b>	N/A as report of <b>The Chief Executive</b>
<b>Corporate Priority:</b>	All
<b>Relevant Ward Member(s):</b>	All
<b>Date of consultation with Ward Member(s):</b>	N/A
<b>Exempt Information:</b>	No

#### 1 Summary

- 1.1 To notify members in relation to the timetable and next steps for the electoral review to be undertaken by the Local Government Boundary Commission for England (LGBCE).

#### 2 Recommendations

**That Council:**

- 2.1 **Note the next steps and timetable for the Local Government Boundary Commission for England Electoral Review of Melton Borough Council as set out in the report and Appendix A.**
- 2.2 **Note the Constitution Review Working Group (as the appropriate Cross Party Working Group) will develop the Council’s submissions in relation to the review, such submissions to be approved by Council before being formally provided to the LGBCE.**

### 3 Reason for Recommendations

- 3.1 To ensure the Council is provided with early notification of the forthcoming review, the indicative timetable and has the appropriate governance in place to prepare and submit the necessary information to the LGBCE.

### 4 Background

- 4.1 The Local Government Boundary Commission for England (LGBCE) has indicated that it intends to conduct an electoral review of Melton Borough Council.
- 4.2 The LGBCE is the independent body responsible for determining the electoral arrangements of local authorities across England.
- 4.3 The purpose of an electoral review is to consider the number of councillors elected to the council, the names, number and boundaries of the wards, and the number of councillors to be elected to each ward.
- 4.4 The Local Democracy, Economic Development and Construction Act 2009 sets out the duty placed on the Commission to undertake an electoral review of every principal local authority in England 'from time to time'. The last electoral review of Melton Borough Council was undertaken in 2002. Accordingly, the Commission considers that a review of this authority should take place in time to be implemented at the election in 2027.

### 5 Main Considerations - The Electoral Review Process

- 5.1 The first decision the Commission will take is how many councillors the Council would have. They will invite the Council (and groups on the council) to make proposals for how many members the Council believes there should be in the future.
- 5.2 Once the Commission decides on the total number of councillors, the next step will be the 'warding pattern' part of the process which starts with a full public consultation where the Council as well as the wider electorate, including community groups, parish/town councils and members of the public will be asked for their views on where the ward boundaries should be.
- 5.3 The LGBCE will then publish its draft recommendations which they will consult on again.
- 5.4 The publication of their final recommendations marks the end of the review process.
- 5.5 The LGBCE will then lay an Order in Parliament and seek to do so no later than the Autumn preceding the May election. The new electoral arrangements will be implemented at an 'all out' election on the ordinary day of elections in 2027.

#### Stages for Electoral Reviews

- 5.6 The various stages of an electoral review as set out in the table below:

	Stage	Action	Duration
1	Preliminary Period	Informal dialogues with the Council. Focus on gathering preliminary information including electorate forecasts and other electoral data town/parish councils.	Up to 6 months in advance of the formal start of the review

		Commissioner-level briefing of group leaders and officers	17 <sup>th</sup> July 2023
		Commissioner-level briefing of all members	September 2023
		Constitutional Review Working Group to consider options and make a recommendation to Council on size of the Council post 2027.	By December 2023
		At the end of this process, the Council and its political groups will submit their council size proposals and 5 year population projections for the Commission to consider	By April 2024
2	Council Size Discussion	Commission analyses submissions from the council and /or political groups on council size and takes a 'minded to' decision on council size	5 weeks
<b>Formal Start of Review</b>			
3	Consultation on future warding / division arrangements	The Commission publishes its initial conclusions on council size. General invitation to submit warding/division proposals based on the Commissions conclusions on council size	12 weeks
4	Development of the draft recommendations	Analysis of all representations received. The Commission reaches conclusions on its draft recommendations	12 weeks
5	Consultation on draft recommendations	Publication of draft recommendations and public consultation on them	8 weeks
6	Further consultation (if required)	Further consultation only takes place where the Commission is minded to make significant changes to its draft recommendations and where it lacks sufficient evidence of local views in relation to those changes	Up to 5 weeks
	Development of final recommendations	Analysis of all representations received. The Commission reaches conclusions on its final recommendations	12 weeks

5.7 Time periods shown are the expected typical duration of stages. They are not standards or undertakings.

5.8 The progress of a review will be determined by the nature of the issues to be addressed and the availability of information to underpin sound decision-making, not by a determination to complete a review within any given period.

## **Preliminary Period**

- 5.9 Each review will generally start with a preliminary period during which time the LGBCE will meet with the local authority and interested parties to explain the review process and enable them to prepare the information they will need for the review.
- 5.10 In this stage they will work with members and local authority officers and their key partners to gather information regarding the following:
- 5.10.1 details of current electoral arrangements and the current electoral register;
  - 5.10.2 identification of parishes and their boundaries;
  - 5.10.3 other indicators which identify and build up a map of communities;
  - 5.10.4 five-year electorate forecasts from the planned end of the review.
- 5.11 They will also need to gain a clear understanding of the extent and nature of communities and the linkages between them and explore the way in which councils and councillors aim to work effectively with their communities in order to understand council size proposals.
- 5.12 The preliminary period normally ends with the submission of proposals on council size by the council under review and/or the political party groupings represented on the council, as well as any other council size submissions received.

## **The Role of the Council**

- 5.13 There are two main areas of work for the Council in the preliminary period:
- 5.13.1 Preparing electorate forecasts, mapping and details of housing developments.  
The Council will need to provide five-year electorate forecasts broken down to polling district level. This reflects the statutory duty to consider forecasts five years from the end of the review.
  - 5.13.2 Submission of proposal/representation in relation to council size.

## **Proposal on Council Size**

- 5.14 Council size is the starting point in any electoral review since it determines the average number of electors per councillor to be achieved across all wards or divisions of the authority. The LGBCE cannot consider the patterns of wards or divisions without knowing the optimum number of electors per councillor, which is derived from dividing the electorate by the number of councillors to be elected to the authority.
- 5.15 Broadly speaking, the LGBCE will take a view on the right council size for an authority by considering three areas:
- the governance arrangements of the council, how it takes decisions across the broad range of its responsibilities, and whether there are any planned changes to those arrangements;
  - the council's scrutiny functions relating to its own decision making and the council's responsibilities to outside bodies, and whether any changes to them are being considered; and
  - the representational role of councillors in the local community and how they engage with people, conduct casework and represent the council on local partner organisations.
- 5.16 Regardless of whether a change is proposed or not the Council's submission must be justified and supported by evidence.



- 5.17 After consideration of the evidence submitted by an authority the LGBCE will announce the council size which they believe to provide the appropriate basis for the preparation of warding proposals.

### **Warding Arrangements**

- 5.18 The second stage of the review concerns warding arrangements. The council size will be used to determine the average(optimum) number of electors per councillor to be achieved across all wards of the authority. This number is reached by dividing the electorate by the number of councillors on the authority.
- 5.19 Schedule 2 to the 2009 Act sets out the statutory criteria to which the LGBCE are required to have regard in conducting electoral reviews. In broad terms, in making recommendations, they are required to have regard to:
- the need to secure equality of representation;
  - the need to reflect the identities and interests of local communities; and
  - the need to secure effective and convenient local government
- 5.20 The review will also consider number of councillors to be elected for each ward/division; and the name of any ward/division.
- 5.21 The Council will be invited to make representations/proposals in relation to warding proposals and may also wish to respond to the LGBCE consultation in draft recommendations.

### **Proposed Timescales**

- 5.22 The LGBCE has provided the Council with the attached indicative timetable (Appendix A)
- 5.23 It is envisaged the process will commence in July 2023 and be completed by Summer 2025 in readiness for implementation for the elections in May 2027.

## **6 Options Considered**

- 6.1 None – the Council must comply with the requirements of the LGBCE in carrying out the electoral review.

## **7 Consultation**

- 7.1 The electoral review will impact on all Councillors and all communities within Melton. To maximise participation for Councillors, residents and all relevant stakeholder groups it will be important to ensure a thorough consultation exercise is undertaken.

## **8 Next Steps – Implementation and Communication**

- 8.1 A Member Briefing will be arranged with LGBCE Review Officers to provide further information on the process. This is likely to be arranged for September/October 2023, date to be confirmed.
- 8.2 Preliminary information including electorate forecasts and other electoral data to be provided to the LGBCE.
- 8.3 Constitution Review Working Group to prepare a submission on Council Size to be provided to Council for approval before formal submission to the LGBCE.
- 8.4 The Council's submission on Council size to be approved by Council before formal submission to the LGBCE.

## 9 Financial Implications

- 9.1 There are no financial implications arising from this report.
- 9.2 There will be some resource implications relating to officer time to prepare the necessary statistical and other information and develop and implement a communication and engagement strategy. This will be contained within existing budgets.

**Financial Implications reviewed by: Director for Corporate Services**

## 10 Legal and Governance Implications

- 10.1 The proposed electoral review is a statutory process instigated by the LGBCE and driven by their timetable and requirements. The Council has no choice but to support and provide a significant amount of information for the review to ensure that the outcomes are in the best interests of the people of Melton.
- 10.2 The Local Democracy, Economic Development and Construction Act 2009 (the 2009 Act) is the main piece of legislation under which electoral reviews are undertaken.
- 10.3 Section 56 of the 2009 Act requires that the LGBCE review 'from time to time' every principal local authority in England and make recommendations about electoral arrangements (but not their external boundaries).
- 10.4 The Terms of Reference for the Constitution Review Working Group incorporate the function of reviewing arrangements, reports and recommendations arising from Boundary and Community Governance Reviews. It is therefore proposed that this Working Group is the appropriate body for receiving regular updates regarding the review and preparing submissions for Council approval before formal submission to the LGBCE by the relevant deadlines.

Legal Implications reviewed by: **Interim Assistant Director for Governance & Democracy**

## 11 Equality and Safeguarding Implications

- 11.1 There are no community safety implications arising from this report.

## 12 Community Safety Implications

- 12.1 There are no community safety implications arising from this report.

## 13 Environmental and Climate Change Implications

- 13.1 There are no environmental or climate change implications arising from this report.

## 14 Risk & Mitigation

Risk No	Risk Description	Likelihood	Impact	Risk
1	Failure to meet the deadlines for submission of the Council's representations on council size and warding arrangements.	Low	Critical	Medium Risk

Risk No	Mitigation
1	A timetable and project plan will be prepared to incorporate all work required and relevant deadlines.

## **15 Background Papers**

Technical Guidance June 2023: [https://www.lgbce.org.uk/sites/default/files/2023-06/technical-guidance-june\\_2023.pdf](https://www.lgbce.org.uk/sites/default/files/2023-06/technical-guidance-june_2023.pdf)

## **16 Appendices**

16.1 Appendix A – Indicative Timetable

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## Melton Borough Council: Electoral Review Timetable

These timetables outline the key dates and activities for both the Council (shown in bold) and the Commission during the review process.

### Preliminary Period

<b>Briefings</b>	<b>Attendees</b>		<b>Key Dates</b>
	<b>Council</b>	<b>LGBCE</b>	
<b>Preliminary Meeting</b>	<b>Council Leader Chief Executive</b>	Chair Chief Executive	<b>10 July 2023</b>
<b>Officer Briefing</b>	<b>Council Officers involved in review</b>	Review Manager Review Officer	Summer / Autumn 2023
<b>Group Leader Briefing</b>	<b>Council Group Leaders</b>	Lead Commissioner Review Manager Review Officer	
<b>Full Council Briefing</b>	<b>All Councillors</b>	Lead Commissioner Review Manager Review Officer	
Parish/Town Council & Local Groups Briefing	Not required	Review Manager Review Officer	<b>May / June 2024</b>

### Council Size

<b>Activity</b>	<b>Involvement</b>		<b>Key Dates</b>
	<b>Council</b>	<b>LGBCE</b>	
<b>Develop council size proposal</b>	<b>Council Political Groups</b>	Officers will be available to answer any technical queries on making a submission.	<b>Now until April 2024</b>
<b>Submission of council size proposals</b>	<b>Council Political Groups</b>	Officers will acknowledge receipt of submissions.	<b>8 April 2024</b>
Commission Meeting: Council Size	Not required	Commission	21 May 2024

## Warding Patterns

<b>Activity</b>	<b>Involvement</b>		<b>Key Dates</b>
	<b>Council</b>	<b>LGBCE</b>	
<b>Consultation on warding patterns</b>	<b>Council Political Groups General Public</b>	Run consultation, collate & analyse responses.	<b>28 May 2024 – 5 August 2024</b>
Commission Meeting: Draft Recommendations	Not required	Commission	<b>15 October 2024</b>
<b>Consultation on Draft Recommendations</b>	<b>Council Political Groups General Public</b>	Publish draft recommendations. Run consultation, collate & analyse responses.	<b>29 October 2024 – 6 January 2025</b>
Commission Meeting: Final Recommendations	Not required	Commission	<b>18 March 2025</b>
Final Recommendations Published	Not required	Commission publish final recommendations report and mapping	<b>1 April 2025</b>

## Order

<b>Activity</b>	<b>Involvement</b>		<b>Key Dates</b>
	<b>Council</b>	<b>LGBCE</b>	
Order laid	Not required	Commission	Spring/ Summer 2025
Order made	Not required	Commission	Summer / Autumn 2025
<b>Implementation</b>	<b>Council</b>	Not required	<b>2027</b>



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## Council

27 July 2023

### Corporate Strategy 2024 - 2028

<b>Report Author:</b>	<b>Martin Guest</b> , Policy and Communications Manager
<b>Report Author Contact Details:</b>	01664 502413 mguest@melton.gov.uk
<b>Chief Officer Responsible:</b>	<b>Dawn Garton</b> , Director for Corporate Services
<b>Chief Officer Contact Details:</b>	01664 504322 dgarton@melton.gov.uk
<b>Lead Member/Relevant Portfolio Holder</b>	<b>Councillor Pip Allnatt</b> - Leader of the Council
<b>Corporate Priority:</b>	All
<b>Relevant Ward Member(s):</b>	All
<b>Date of consultation with Ward Member(s):</b>	N/A
<b>Exempt Information:</b>	No

#### 1 Summary

- 1.1 This report seeks to provide an update to Council on the plan to develop the new Corporate Strategy 2024 – 2028 and sets out the main stages and the timeline to deliver this. This will include engagement throughout the process with Members including the setting up of two Cross Party Member Policy Development Working Groups with the remit and terms of reference set out in this report.
- 1.2 It also sets out the proposed process for undertaking a governance review during 2023/24 to consider the most effective decision making and governance framework for the Council moving forward. There are also proposals set out in this report as to how the Council will support and oversee this review through the Constitutional Review Working Group.

## 2 Recommendation(s)

### That Council:

- 2.1 **Notes the process/timeline to produce the new Corporate Strategy 2024 - 2028.**
- 2.2 **Notes the terms of reference for the Member Policy Development Working Groups.**
- 2.3 **Notes and endorses the setting up of a governance review to consider the most effective decision-making structure and arrangements for the Council.**
- 2.4 **Approves the commissioning of the Constitutional Review Working Group to oversee and support the governance review and agrees to the amendment to the terms of reference for the Constitution Review Working Group to increase the membership from 5 to 7 members.**

## 3 Reason for Recommendations

- 3.1 The Council produces a Corporate Strategy to set out its priorities for the district and how it intends to deliver against these over a long-term basis.
- 3.2 The Cross-Party Member Policy Development Working Groups will provide the opportunity and framework for discussions and agreement on priorities to feed into the Corporate Strategy process.
- 3.3 The governance review will enable the Council to consider the most effective governance framework and decision-making structures for the Council.
- 3.4 The constitutional review working group will provide further support to Members in terms of overseeing the governance review.

## 4 Background

- 4.1 The current Council Corporate Strategy was approved in 2020 and runs until 2024. This Strategy sets out the Council aspirations based on our mission of 'Helping People, Shaping Places' Alongside our vision and values, this sets out our key priorities and how we have set about achieving them. The Strategy has six Priority Themes shown below:

### Helping People

1. Excellent Services positively impacting on our communities.
2. Providing high quality council homes and landlord services.

### Shaping Places

3. Delivering sustainable and inclusive growth in Melton.
4. Protect our climate and enhance our rural natural environment.

### Great Council

5. Ensuring the right conditions to support delivery (inward).
6. Connected with and led by our community (outward).

- 4.2 Over the past three years the Council has had a delivery plan of activity/projects/indicators that we have used to measure progress against the Strategy. This has been set out in the Council's Risk and Performance Management Framework and reporting has been taken to



SLT (Senior Leadership Team) and Cabinet on a quarterly basis. This information has also been shared with the public through these reports and on our website.

- 4.3 We have also collected a large amount of data/information through our Residents Survey both in 2019 and 2022 which provides us with direction of travel information as to how we have improved during this time. We also have Census 2021 information, and the State of Melton reports from 2021 and 2022 which we have published on an annual basis since December 2021. This information along with feedback data from our customers and key stakeholders has enabled us to develop a real understanding of the borough and its current and future needs and challenges.
- 4.4 Following elections in May 2023 the process to develop a new Corporate Strategy to consider what we should focus on over the next four years has begun. This will enable us to develop a new Corporate Strategy that is reflective of the borough and will help us to deliver against local, regional, and national challenges that the Council faces.

## 5 Main Considerations

### 5.1 Key Stages of the Corporate Strategy 2024 – 2028 development

There will be six stages to complete, these are:

- 5.1.1 **Kick Off/Pre-Planning** – this commenced in June 2023 and has involved scene setting for members developing understanding of the issues to be addressed. This includes the setting up of a project team to manage the process and a project plan to guide the process to completion. This stage has been completed.
- 5.1.2 **Evidence/Ideas Generation** – this stage commenced in July 2023 and involves collecting and analysing information from a range of sources to inform and develop a set of themes to focus on. This information will be brought together to inform and support the identification of priorities through the work of the Member Policy Development Groups (see 5.3.3). There will also be a number of scrutiny working groups set up to inform the development of priorities (see 5.3.4). This work will be collated to be presented at the State of Melton debate on 20<sup>th</sup> September 2023. This debate will give Members a chance to discuss and agree the priority themes for the new Corporate Strategy.
- 5.1.3 **Prioritisation of themes/focus areas** – activity in this stage will begin following the State of Melton debate. This will involve taking the agreed themes and developing the activities, projects and measures that will underpin the work we do to deliver on these making a difference for the residents of Melton.
- 5.1.4 **Links to Budget and Medium-Term Financial Strategy** – where activities and projects that form part of the corporate strategy have financial implications these will be incorporated into the budget proposals for 2023/24 and the Medium-Term Financial Strategy for later years so the budget is informed by the Corporate Strategy.
- 5.1.5 **Governance/Sign Off** – following the agreement on the Priority Themes and the development of the activities, projects and measures the draft Corporate Strategy will be presented for consideration to Scrutiny and Cabinet in the Autumn review before going forward to Cabinet in January 2024 for sign off and then on to Council alongside the budget on 22<sup>nd</sup> February 2024 for approval and adoption.

- 5.1.6 **Launch publication and promotion** – the new Corporate Strategy 2024 – 2028 will be launched on the 1<sup>st</sup> April 2024 with an internal and external communications campaign to promote and raise awareness across the community and media.
- 5.2 **Support to develop the Corporate Strategy 2024 – 2028**
- 5.2.1 This will be supported by further activity which will be ongoing throughout the duration of the process to effectively consult and engage with members, residents, and other key stakeholders.
- 5.2.2 **Consultation and Engagement** – there will be a range of activities to ensure that residents, key stakeholders, members, and employees are effectively engaged and consulted throughout the process. An initial survey on priorities was undertaken with all Members between 30<sup>th</sup> June and 14<sup>th</sup> July 2023 (now extended until 4<sup>th</sup> August) to feed into the evidence gathering stage. This will include surveys, focus groups and online engagement and other methods as required.
- 5.2.3 **Communications** – this will include the promotion both internally and externally of the work we are doing to produce the strategy including design and branding with support to launch in April 2024.
- 5.2.4 **Budget setting** – throughout the process working with Finance will ensure the priorities identified are supported with the appropriate budget to deliver.
- 5.3 **Member involvement**
- 5.3.1 Members will be involved throughout the process and will be engaged at all key stages to facilitate ideas/suggestions to feed into the development of the new Corporate Strategy.
- 5.3.2 To start this process a priorities survey was sent out as part of the Members Bulletin on 30<sup>th</sup> June 2023 as set out in 5.2.3 and so far, a number of responses have been received contributing ideas and suggestions.
- 5.3.3 Alongside this the Council is setting up two Member Policy Development Working Groups, jointly commissioned by Cabinet and by Scrutiny Committee. The terms of reference for the two working groups can be found at Appendices 1 and 2. The two Cross Party Member Working Groups to be set up are: Asset Development Programme and Town Centre Vitality and Regeneration. The Working Groups will be set up as three-month, time limited task and finish groups to make findings and recommendations which will feed into the Council's planning cycle and inform the development of the Corporate Strategy and key priorities in these two areas.
- 5.3.4 To support members in the development of the Corporate Strategy further scrutiny workshops will be set up to look at specific topic areas to consider the development of the priorities. These will include topics around Housing and Communities.
- 5.4 **Governance**
- 5.4.1 Alongside the development of the new Corporate Strategy, the Council will be undertaking a review of its existing decision-making structures to consider the most effective working arrangements for the Council. It is proposed that the Constitutional Review Working Group will oversee this review, assessing any changes which are needed, identifying additional resources if required and agreeing on design principles for a future governance model to be adopted by the Council.
- 5.4.2 This is a significant piece of work and will involve exploring other options of governance or improvements to the existing arrangements. It is therefore proposed to increase the

membership of the Constitutional Review Working Group from 5 to 7 members to accommodate this additional workload. If Council is minded agreeing the allocation of seats on the CRWG as reflected in the amended terms of reference attached to this report at Appendix 2, it is proposed that the Group Leaders for the Conservative and Independent Groups will allocate an additional member from each of their Groups.

- 5.4.3 The work detailed in this report forms the approach taken to bring together the existing information together with a plan to involve all stakeholders in the development of the new Corporate Strategy.

## **6 Consultation**

- 6.1 Full consultation on the emerging themes of the Corporate Strategy will be undertaken at key stages of the development process with members, residents and key stakeholders as set out in 5.2.2

## **7 Next Steps – Implementation and Communication**

- 7.1 The new Corporate Strategy will come back to Council alongside the budget proposals on 22<sup>nd</sup> February 2024 for approval ahead of its launch on the 1<sup>st</sup> April 2024 and will run from 2024-2028.
- 7.2 To enable progress to be effectively monitored, a refreshed basket of corporate performance measures will be established. The purpose of the corporate measures is to ensure that Cabinet and senior managers have effective oversight of key corporate activity, service performance and progress against the Council's aspirations and the delivery of the Corporate Strategy.
- 7.3 It is proposed that the Governance Review would be completed for consideration by Council in late 2024.

## **8 Financial Implications**

- 8.1 In terms of the production of the new Corporate Strategy there are limited finance implications, and these will be funded within existing budgets. Work will take place with Finance to ensure that all priority themes are funded accordingly to support the delivery of activities against them, and these will be assessed and incorporated into the revenue and capital budget proposals and medium-term financial strategy.

**Financial Implications reviewed by: Director for Corporate Services**

## **9 Legal and Governance Implications**

- 9.1 Cabinet has responsibility for providing strategic leadership to the Authority. It is therefore a Cabinet function to recommend the strategic direction contained within the Corporate Strategy for approval by the Council.
- 9.2 The Corporate Strategy forms part of the Budget and Policy Framework and therefore must be approved by Council.

Legal Implications reviewed by: **Interim Assistant Director for Governance and Democracy**

## **10 Equality and Safeguarding Implications**

- 10.1 There will be an Equality Impact Assessment completed as part of the development of the Corporate Strategy 2024-2028. This will be taken to the Check and Challenge Group for approval and will accompany the final version.

## **11 Community Safety Implications**

- 11.1 The development of the new Corporate Strategy will address the needs of all communities across Melton.

## **12 Environmental and Climate Change Implications**

- 12.1 The current Corporate Strategy 2020 – 2024 contains the priority theme 'Protect our climate and enhance our natural environment' which sets out our commitments to deliver on climate change.
- 12.2 Work on the new strategy will consider the commitments made and the climate change strategy which is currently in development.

## **13 Risk & Mitigation**

- 13.1 There are no direct risks arising from this report, risk management will be an important part of the review process and the current corporate risk register will be used to inform the development of priority themes. A new performance and risk management framework will be produced and aligned to the new Corporate Strategy 2024-28.

## **14 Background Papers**

- 14.1 None

## **15 Appendices**

- 15.1 Town Centre - Member Policy Development Working Groups Terms of Reference (Appendix 1)
- 15.2 Asset Development Programme - Member Policy Development Working Groups Terms of Reference (Appendix 2)

## Draft Terms of Reference

### Member Policy Development Working Group – Town Centre Vitality and Regeneration

**Introduction:** The Council is setting up two Member Policy Development Working Groups, jointly commissioned by Cabinet and by Scrutiny Committee to support and identify the Council's vision, objectives and key priorities in a small number of key areas. The findings and recommendations of the working groups will inform the development of the Council's Corporate Strategy for 2024-2028. Whilst each group will be formed on a similar basis, these terms of reference apply to the Town Centre Vitality and Regeneration Member Working Group.

**Purpose:** To identify the Council's vision, objectives and key priorities in relation to the Town Centre's vitality and regeneration and to make recommendations to Cabinet and Scrutiny for inclusion in the Council's Corporate Plan

**Membership:** This is a Cross Party Working Group and would have a politically balanced membership of 10 Members appointed by the Group Leaders in the first instance with non-aligned members invited to participate. The membership would be comprised as follows: 4 x Conservative, 3 x Independent, 2 x Labour, 1 x Non-Aligned, The Working Group will be chaired by the Portfolio Holder for Town Centre, Growth & Prosperity and it is anticipated that the membership will include at least one member from Scrutiny Committee. The SLT Lead Officer will be the Director for Growth and Regeneration, Pranali Parikh, supported by relevant officers from across the Council.

**Frequency of Meetings:** This is a three-month, time limited, task and finish group which will be required to make findings and recommendations to Scrutiny and then Cabinet which will then feed into the Corporate Plan development cycle. It is intended that the Group's meetings will take place during July – September 2023 and will be informal and workshop based. As these sessions are informal, there will be no formal minutes taken. Any presentations used will be shared with all members.

#### **Scope and Methodology:**

##### **Workshop 1:** Scene Setting

A presentation to Members to provide context around the existing vision and workstreams under UKSPF and LUF. To be followed by a group discussion on how this accords with Members' vision for what they want to see from their Town Centre and if anything is missing or needs amending to form part of future activities.

Some Site Visits may be identified during this session if required.

Workshop 2:

A presentation to Members encapsulating the ideas, vision and expectations from the first workshop, suggesting options and opportunities to achieve these through existing work and funding streams. To be followed by a general discussion to identify potential new opportunities to be explored and prioritised. This workshop will seek to establish a firm consensus on the proposed vision and priorities for the Town Centre which can then be presented as part of the State of Melton debate on 20 September before final recommendations being presented to Cabinet/Scrutiny for consideration in October/November 2023.

Some Site Visits may be identified during this session if required.

Workshop 3:

TBC if needed?

**Confidentiality:** Members are reminded of the need to be aware of their duty of confidentiality at all times in relation to any commercially sensitive information that they may be provided with in the course of their membership of this Working Group.

## Draft Terms of Reference

### Member Policy Development Working Group – Asset Development Programme

**Introduction:** The Council is setting up two Member Policy Development Working Groups, jointly commissioned by Cabinet and by Scrutiny Committee to support and identify the Council’s vision, objectives and key priorities in a small number of key areas. The findings and recommendations of the working groups will inform the development of the Council’s Corporate Strategy for 2024-2028. Whilst each group will be formed on a similar basis, these terms of reference apply to the Asset Development Programme Member Working Group.

**Purpose:** To identify the Council’s vision, objectives and key priorities in relation to its Asset Development Programme and to make recommendations to Cabinet and Scrutiny for inclusion in the Council’s Corporate Plan.

**Membership:** This is a Cross Party Working Group and would have a politically balanced membership of 10 Members appointed by the Group Leaders in the first instance with non-aligned members invited to participate. The membership would be comprised as follows: 4 x Conservative, 3 x Independent, 2 x Labour, 1 x Non-Aligned. The Working Group will be chaired by the Portfolio Holder for Corporate Finance, Property and Resources, and it is anticipated that there will be at least one member from Scrutiny Committee on the working Group. The Working Group SLT Lead Officer will be the Director for Growth & Regeneration, Pranali Parikh, and will be supported by Officers from across the Council.

**Frequency of Meetings:** This is a three-month, time limited, task and finish group which will be required to make findings and recommendations to Scrutiny and then Cabinet which will then feed into the Corporate Plan development cycle. It is intended that the Group’s meetings will take place during July – September 2023 and will be informal and workshop based. As these sessions are informal, there will be no formal minutes taken. Any presentations used will be shared with all members.

#### **Scope and Methodology:**

##### **Workshop 1: Scene Setting**

A presentation to Members followed by Group discussion to provide information on the current state of key assets, work undertaken so far to create a sound evidence base. The purpose of the workshop to review, discuss and affirm a set of

parameters, principles and key success criteria for the development of the Council's assets. Some Site Visits may be identified during this session if required.

**Workshop 2: Analysis of options appraisals** (following site visits),

A presentation to Members on a range of options considered and implications of each option. The purpose of the session will be to discuss the information and agree a shortlist for detailed analysis and consideration at the next stage.

**Workshop 3: Delivery mechanism and proposal for Cabinet**

A presentation to Members on detailed analysis of deliverability, financial and legal implications, economic and community impact and potential delivery mechanism for the preferred option. The purpose of the session will be to discuss the impact and implications of the shortlist and seek to establish a firm consensus on the preferred option, which can then be presented as part of the State of Melton debate on 20 September 2023 before final recommendations being presented to the Cabinet/Scrutiny for consideration in October/November 2023.

**Confidentiality:** Members are reminded of the need to be aware of their duty of confidentiality at all times in relation to any commercially sensitive information that they may be provided with in the course of their membership of this Working Group.