



TO COUNCILLOR:

N Alam
L A Bentley
G A Boulter
J W Boyce
Mrs L M Broadley
F S Broadley

M H Charlesworth (Chair)
Mrs H E Darling JP
D A Gamble
Mrs S Z Haq
Miss P V Joshi
J Kaufman

Mrs L Kaufman
K J Loydall
D W Loydall
Mrs S B Morris
Dr I K Ridley (Vice-Chair)

I summon you to attend the following meeting for the transaction of the business in the agenda below.

Meeting: Policy, Finance and Development Committee
Date and Time: Tuesday, 15 November 2022, 7.00 pm
Venue: Council Offices, Bushloe House, Station Road, Wigston, Leicestershire, LE18 2DR
Special Title: Additional
Contact: Democratic Services
t: (0116) 257 2775
e: democratic.services@oadby-wigston.gov.uk

Yours faithfully

Council Offices
Wigston
07 November 2022

Mrs Anne E Court
Chief Executive



Meeting ID: 2453



It has cost **£5.83** to print, package and post this single agenda pack for this meeting.
A full cost breakdown for all agenda packs for this meeting is provided further down.

ITEM NO.

AGENDA

PAGE NO'S

Live Stream of Meeting | Instructions

This meeting will be live streamed.

Press & Public Access:

YouTube Live Stream

A direct link to the live stream of the meeting's proceedings on the Council's YouTube Channel is below.

<https://www.youtube.com/watch?v=hmdhNp33jE4>

1. Apologies for Absence

To receive apologies for absence from Members to determine the quorum of the meeting in accordance with Rule 7 of Part 4 of the Constitution.

2. Appointment of Substitutes

To appoint substitute Members in accordance with Rule 26 of Part 4 of the Constitution and the Substitution Procedure Rules.

3. Declarations of Interest

Members are reminded that any declaration of interest should be made having regard to the Members' Code of Conduct. In particular, Members must make clear the nature of the interest and whether it is 'pecuniary' or 'non-pecuniary'.

4. Minutes of the Previous Meeting

4 - 9

To read, confirm and sign the minutes of the previous meeting in accordance with Rule 19 of Part 4 of the Constitution.

5. Action List Arising from the Previous Meeting

To read, confirm and note the Action List arising from the previous meeting.

6. Petitions and Deputations

To receive any Petitions and, or, Deputations in accordance with Rule(s) 11 and 12 of Part 4 of the Constitution and the Petitions Procedure Rules respectively.

7. Third Sector and Community Support Funding Requests

10 - 23

Report of the Interim Head of Finance / Deputy Section 151 Officer

8. Contract Exemption and Supplementary Budget Request

24 - 26

Report of the Interim Head of Finance / Deputy Section 151 Officer and the Revenues & Benefits Manager

9. Exclusion of the Press and Public

The press and public are likely to be excluded from the remainder of the meeting in accordance with Section 100(A)(4) of the Local Government Act 1972 (Exempt Information) during consideration of the item(s) below on the grounds that it involves the likely disclosure of exempt information, as defined in the respective paragraphs 1 and 3 of Part 1 of Schedule 12A of the Act and, in all the circumstances, the public interest in maintaining the exempt item(s) outweighs the public interest in disclosing the information.

10. Budget Proposals (2023/24) (Exempt)

27 - 66

Report of the Strategic Director / Section 151 Officer

You can access all available public meeting documents

**Policy, Finance and Development
Committee**

Tuesday, 15 November 2022, 7.00 pm

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Station Road, Wigston, Leicestershire, LE18 2DR*

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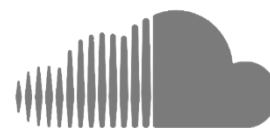
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Agenda Item 4

**MINUTES OF THE MEETING OF THE POLICY, FINANCE AND DEVELOPMENT
COMMITTEE HELD AT THE COUNCIL OFFICES, BUSHLOE HOUSE, STATION ROAD,
WIGSTON, LEICESTERSHIRE, LE18 2DR ON MONDAY, 26 SEPTEMBER 2022
COMMENCING AT 7.00 PM**

PRESENT

M H Charlesworth Chair
Dr I K Ridley Vice-Chair



Meeting ID: 2255

COUNCILLORS

L A Bentley
G A Boulter
J W Boyce
D A Gamble
Mrs S Z Haq
Miss P V Joshi
J Kaufman
Mrs L Kaufman
K J Loydall

OFFICERS IN ATTENDANCE

S J Ball	Legal & Democratic Services Manager / Deputy Monitoring Officer
T Bingham	Strategic Director / Section 151 Officer
A Dingley	Community & Wellbeing Manager
P Fisher	Strategic Director
D M Gill	Head of Law & Democracy / Monitoring Officer
T Gwam	Interim Head of Finance / Section 151 Officer
J Owst	Revenues & Benefits Manager
A Thorpe	Head of Built Environment
J Wells	Senior Strategic Development Manager

OTHERS IN ATTENDANCE

G Bretherton	Gatherwell Ltd
R Thompson	RPT Consulting

19. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillors Mrs L M Broadley, F S Broadley, Mrs H E Darling JP, D W Loydall and Mrs S B Morris.

20. APPOINTMENT OF SUBSTITUTES

None.

21. DECLARATIONS OF INTEREST

None.

22. MINUTES OF THE PREVIOUS MEETING

By affirmation of the meeting, it was

Policy, Finance and Development Committee
Monday, 26 September 2022, 7.00 pm

Chair / Vice-
Chair's Initials

UNANIMOUSLY RESOLVED THAT:

The minutes of the previous meeting held on 28 June 2022 be taken as read, confirmed and signed.

23. ACTION LIST ARISING FROM THE PREVIOUS MEETING

In relation to action point 4, the Committee was advised that to date, only one Special Severance Payment had been made Council which was in November 2017.

By affirmation of the meeting, it was

UNANIMOUSLY RESOLVED THAT:

The Action List arising from the previous meeting held on 28 June 2022 be noted.

24. PETITIONS AND DEPUTATIONS

None.

In accordance with Rule 6.3 of Section 1 of Part 4 of the Constitution, the Chair moved for the order of business to be altered and taken in the order as reflected in the minutes.

By affirmation of the meeting, it was

UNANIMOUSLY RESOLVED THAT:

The order of business be altered accordingly.

25. MAXIMISING THE COUNCIL'S INCOME (SEPTEMBER 2022)

The Committee gave consideration to the report and appendices (as set out at pages 72 – 88 of the agenda reports pack) which sought to its approval of a new Corporate Charging Policy ("the Policy") to support the maximisation of Council income and to review and approve the business case for two new income generating opportunities.

The Committee also gave consideration to a presentation in relation to the proposed Community Lottery Scheme (as set out at paragraph 5 and appendix 2 of the report) as delivered by Mr Ged Bretherton of Gatherwell Limited.

The Committee was advised that proposals regarding potential income generation from the charging out of storage provision at the Council's Depot site in Oadby would form part of the criteria to be featured in an upcoming service review process and be reported back to the Committee at a subsequent meeting.

The Committee requested that the wording at paragraph 3.2 of the Policy (at page 82 the agenda reports pack) be reviewed to remove any ambiguity purporting that Members have a delegated charge-setting power.

It was moved by the Chair, seconded by Councillor J W Boyce and

UNANIMOUSLY RESOLVED THAT:

- (i) **The new Corporate Charging Policy (a set out at Appendix 1 to the report) be approved and recommend to Council;**
- (ii) **The proposals for the provision of a Community Lottery and new approach to Events Management be approved and recommend to Council; and**
- (iii) **The Strategic Director / Section 151 Officer be given delegated authority to make any required budgetary changes for the schemes to progress.**

26. BUDGET MONITORING (Q1 2022/23)

The Committee gave consideration to the report and appendix (as set out at pages 12 – 24 of the agenda reports pack) which provided the Committee with an update on the forecast financial position for the Council for the financial year 2022/23, as at the end of the first quarter.

It was moved by the Chair, seconded by Councillor J W Boyce and

UNANIMOUSLY RESOLVED THAT:

- (i) **The contents of the report and appendix be noted; and**
- (ii) **The Council's Senior Leadership Team carry out actions to mitigate inflationary-linked and other pressures on the General Fund.**

27. MEDIUM-TERM FINANCIAL STRATEGY (MTFS) (2022 - 2027)

The Committee gave consideration to the report and appendix (as set out at pages 25 – 71 of the agenda reports pack) which presented the draft Medium Term Financial Strategy ahead of Full Council approval on 27 September 2022.

The Committee noted the challenging pressures arising from the volatility of the current financial situation affecting all local authorities, together with the uncertainty surrounding the Local Government Financial Settlement for 2022/23 onwards which, as a result, would require the Council to make difficult decisions in the short-to-medium term regarding further efficiency savings and maximising income streams.

It was moved by the Chair, seconded by Councillor J W Boyce and

UNANIMOUSLY RESOLVED THAT:

- (i) **The contents of the report be noted; and**
- (ii) **The Medium-Term Financial Strategy (2022 - 2027) be reviewed and recommended to Council for approval.**

28. BUDGET SETTING APPROACH (2023/24)

The Committee gave consideration to the report (as set out at pages 89 – 91 of the agenda reports pack) which sought to consult Members on the approach for setting the 2023/24 budget.

By affirmation of the meeting, it was

UNANIMOUSLY RESOLVED THAT:

The budget-setting approach for 2023/24 be noted.

29. CORPORATE POLICIES: CORPORATE DEBT AND COLLECTION OF BUSINESS

RATES AND COUNCIL TAX (SEPTEMBER 2022)

The Committee gave consideration to the report (as set out at pages 92 – 94 of the agenda reports pack) which provide Members with an update on the Corporate Debt Policy (“the Policy”) revision and to consult Members on areas to be considered for inclusion in the revised Policy.

The Committee feedback that the Council’s approach to debt recovery ought to be as consistent, pragmatic and flexible as far as reasonably possible, and that particular care be taken in terms of the charging of proportionate rate of interest on debts so that it does not unfairly affect debtors’ overall ability to pay. The Committee also suggested that provision be made for ratepayers to make payments on account.

It was moved by the Chair, seconded by Councillor J W Boyce and

UNANIMOUSLY RESOLVED THAT:

- (i) That the content of the report be noted;**
- (ii) The feedback be given on the areas for inclusion and amendment in the Corporate Debt Recovery Policy.**

30. VOLUNTEERING POLICY (SEPTEMBER 2022)

The Committee gave consideration to the report and appendix (as set out at pages 95 – 109 of the agenda reports pack) which sought the Committee’s approval to adopt the revised Volunteering Policy (2022-25) (“the Policy”) and to answer queries raised at the previous meeting of the Committee in relation to the draft Policy.

It was moved by the Chair, seconded by Councillor Mrs L Kaufman

UNANIMOUSLY RESOLVED THAT:

The Volunteering Policy (2022-25) (as set out at Appendix 1 to the report) be approved.

31. ETHICAL STANDARDS AND INDICATORS (Q1 2022/23)

The Committee gave consideration to the report and appendix (as set out at pages 110 – 120 of the agenda reports pack) which provided Members with the figures for the local determination of complaints and ethical indicators for Q1 2022-23.

It was moved by the Councillor J W Boyce, seconded by Councillor Mrs S Z Haq and

UNANIMOUSLY RESOLVED THAT:

The content of the report and appendix be noted.

32. LOCAL GOVERNMENT AND SOCIAL CARE OMBUDSMAN ANNUAL REVIEW LETTER (2021/22)

The Committee gave consideration to the report and appendices (as set out at pages 121 – 126 of the agenda reports pack) which brought to Members’ attention the details of the Local Government and Social Care Ombudsman’s Annual Review Letter in respect of the Council for the year ending 31 March 2022.

It was moved by the Councillor J W Boyce, seconded by Councillor Mrs S Z Haq and

UNANIMOUSLY RESOLVED THAT:

The content of the report and appendices be noted.

33. LOCAL GOVERNMENT PENSION SCHEME (LGPS) DISCRETIONARY PENSION STATEMENT

The Committee gave consideration to the report and appendix (as set out at pages 127 – 138 of the agenda reports pack) which sought Members' approve of the Discretionary Pension Statement.

It was moved by the Chair, seconded by Councillor G A Boulter and

UNANIMOUSLY RESOLVED THAT:

- (i) The content of the report be noted; and**
- (ii) The LGPS Discretionary Pension Statement (as set out at Appendix 1 of the report) be approved.**

34. EXCLUSION OF THE PRESS AND PUBLIC

By affirmation of the meeting, it was

UNANIMOUSLY RESOLVED THAT:

The press and public be excluded from the remainder of the meeting in accordance with Section 100(A)(4) of the Local Government Act 1972 (Exempt Information) during consideration of the item(s) below on the grounds that it involved the likely disclosure of exempt information, as defined in the respective paragraphs 1 and 3 of Part 1 of Schedule 12A of the Act and, in all the circumstances, the public interest in maintaining the exempt item(s) outweighed the public interest in disclosing the information.

35. PROPOSED PUBLIC CONSULTATION ON DISPOSAL OF COUNCIL-OWNED LAND IN OADBY (EXEMPT)

The Committee gave consideration to the exempt report and appendix (as set out at pages 139 – 141 of the private agenda reports pack) regarding a proposed public consultation on a potential disposal of Council-owned land in Oadby.

It was moved by the Chair, seconded by Councillor J W Boyce and

RESOLVED THAT:

- (i) That the contents of the exempt report and appendix be noted; and**
- (ii) Recommendation B be approved.**

Votes For	6
Votes Against	5
Abstentions	0

36. LEISURE CENTRE CONTRACT UPDATE (SEPTEMBER 2022) (EXEMPT)

The Committee gave consideration to the exempt report (as set out at pages 142 – 143 of

the private agenda reports pack) regarding a leisure centre contract update for September 2022, together with a exempt presentation delivered by Mr Robin Thompson of RPT Consulting Limited.

By affirmation of the meeting, it was

UNANIMOUSLY RESOLVED THAT:

The content of the exempt report and presentation be noted.

THE MEETING CLOSED AT 9.50 pm



Chair / Vice-Chair

Tuesday, 15 November 2022

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Agenda Item 7



Policy, Finance and Development Committee	Tuesday, 15 November 2022	Matter for Information and Decision
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Report Title: **Third Sector and Community Support Funding Requests**

Report Author(s): **Tony Gwam (Head of Finance/ Deputy Section 151 Officer)**

Purpose of Report:	To inform Members about the range of funding applications received during the August 2022 cycle of Residents' Forums, and to seek Members' approval to award the funding grants requested
Report Summary:	One funding application was received during the August cycle of Residents' Forums
Recommendation(s):	That funding for the project identified in the report be approved.
Senior Leadership, Head of Service, Manager, Officer and Other Contact(s):	David Gill (Head of Law and Democracy & Monitoring Officer) (0116) 257 2626 Dave.Gill@oadby-wigston.gov.uk Tony Gwam (Interim Head of Finance / Deputy Section 151 Officer) (0116) 257 2608 Tony.Gwam@oadby-wigston.gov.uk Thomas Maccabe (Anti-Social Behaviour Officer) (0116) 257 2611 Thomas.Maccabe@oadby-wigston.gov.uk
Corporate Objectives:	Building, Protecting and Empowering Communities (CO1)
Vision and Values:	"A Stronger Borough Together" (Vision)
Report Implications:-	
Legal:	There are no implications arising from this report.
Financial:	The implications are set out in the report.
Corporate Risk Management:	Decreasing Financial Resources / Increasing Financial Pressures (CR1) Regulatory Governance (CR6)
Equalities and Equalities Assessment (EA):	There are no implications arising from this report.
Human Rights:	There are no implications arising from this report.
Health and Safety:	There are no implications arising from this report.
Statutory Officers' Comments:-	
Head of Paid Service:	The report is satisfactory.

Chief Finance Officer:	The report is satisfactory.
Monitoring Officer:	The report is satisfactory.
Consultees:	None.
Background Papers:	None.
Appendices:	1. Oadby and Wigston Borough Council Residents' Forums - Award.

1. Introduction

- 1.1 The Residents' Forums are held four times a year; these provide the opportunity for local people to apply for funding to support local community projects. Residents or community groups are required to complete an application form, which includes details of costings, which are then presented to the relevant Forum. Once these are approved at Forum level, they then go to this Committee (PFD) for final sign-off

2. Applications Received:

- 2.1 One application was received during the August cycle of the South Wigston Residents Forum and is shown below.

Project Brief

Wellbeing by Water are aiming to create a Paddling and Wellbeing Hub in Kilby Bridge for the benefit of the community, run by the community.

Funding has been secured (50/50 from PaddlePlus and Canal and River Trust) to purchase 2 x 20' containers which can be used for storage.

Wellbeing by Water are seeking funding from the Forum(s) to pay for artwork to be applied to the two containers as well as a robust shade sail to create an uplifting and engaging outdoor classroom and social space.

The artwork will be designed in collaboration with local people (via Social Prescribing, PaddlePlus members and other linked partners), inspired by the heritage of the site and a shared love of adventures and the outdoor.

No other applications were received from the Wigston and Oadby Forum during this timeframe.

- 2.2 Members are asked to provide their approval for the following project:

Forum:	Item requested:	Amount:
South Wigston Residents Forum	Artwork to be applied to the two containers as well as a robust shade sail to create an uplifting and engaging outdoor classroom and social space	£2,500

Total:		£2,500
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Oadby and Wigston Borough Council Residents' Forums

Application for Funding

Thank you for your interest in applying for funding from the Oadby and Wigston Borough Council's Residents Forums.

Each of the three Oadby and Wigston Borough Council Residents Forums have a budget from which funding can be given to support projects which meet certain criteria.

Please carefully read, and should you believe your project meets the funding criteria, subsequently complete the following document. If you have any questions, please don't hesitate to contact:

Ross Levy- Community Health Improvement Officer

ross.levy@oadby-wigston.gov.uk / 07939 367979

Section 1: Guidance for Applicants

1.1 What are the Oadby and Wigston Borough Council Residents' Forums?

The Oadby and Wigston Borough Council Residents Forums seek to achieve the following:

- To increase public involvement in public services
- To help shape Oadby and Wigston Borough Council's policies for public services
- To challenge and give feedback on the performance of public services
- To promote and enable community cohesion
- To give community groups the opportunity to feed back on their own events and activities
- To empower residents to make a difference to their community- be it through initiatives that focus on environment/community safety/health and wellbeing etc

1.2 What is Oadby and Wigston Borough Council Residents' Forum funding?

Oadby and Wigston Borough Council Resident Forum funding is intended to:

- Support community projects/activities which bring: cultural, sporting, recreational, health, environmental, heritage, community safety, crime reduction or educational benefits to the local community.

Each Resident Forum (i.e.. Oadby, Wigston, South Wigston) has its own funding allocation. It is not expected that funding for activities that is allocated in, for instance the Oadby Residents Forum, has to reach and impact those living in Wigston or South Wigston. However, if agreed by the Chairs of the respective meetings, funding allocations across Forums can be pooled to support a project(s)/activity(ies).

1.3 Oadby and Wigston Borough Council Residents' Forums Funding Criteria

All applications to the Oadby and Wigston Borough Council's Residents' Forums are expected to contribute to the following corporate objectives of the Council:

- **Building, Protecting & Empowering Communities**
"Be proud of your borough as a place to live"
Projects/activities that can help strengthen our communities, by bringing people together and generating a positive community spirit
- **Growing the Borough economically**
"Realise the aspirations of the borough, benefitting those who live and work here"
Projects/activities that can provide opportunities for people in the borough to reach their potential

All applications need to be approved by the Chair, and attendees, of the relevant Residents Forum. All applications also need to be approved by x1 member of the Council's Senior Leadership Team and x1 Officer.

The following *cannot* apply for funding:

- Parish Councils and public agencies
- Individuals
- Profit making organisations
- Commercial projects e.g. shops, businesses
- Projects which have party political affiliations
- Projects which are not legal
- Proposals which are required as a direct result of a planning condition, enforcement action or any other statutory consent will not be supported
- Money that merely covers the cost of staff/hiring/wages

All money granted for applications must be in accordance with the Council's Standing Orders and Financial Regulations.

1.4 How do I make an application for Oadby and Wigston Borough Council Residents' Forums

Please complete the below application form and return to **contact** at least 7 working days before the relevant Oadby and Wigston Borough Council Residents' Forum that you are attending (i.e. Oadby, Wigston or South Wigston).

Please send your completed application to:

Ross Levy- Community Health Improvement Officer

By Email: ross.levy@oadby-wigston.gov.uk

By Post: Bushloe House, Station Road, Wigston, LE18 2DR

Please bring a completed copy to the relevant Residents Forum that you are attending, as you will be expected to introduce your application at the Forum to attendees in order to begin the process of approval.

1.5 Monitoring and Evaluation Requirements

A short, written monitoring and evaluation report is required to be presented at the Resident Forum meeting at least 3 months following the meeting which allocated the funding. A template will be provided for this.

A final report showing how allocated funds were spent and the impact of this funding must also be completed. A template will be provided for this.

At both of these monitoring and evaluation timepoints, you will be expected to report back accurate figures on the number of people that you have reached during your project. This should also include: gender, ethnicity, age and whether participants have long-term conditions or disabilities. A template will be provided to support you with the completion of this.

Please note that you will be expected to keep an account of the spend on the project by, keeping all receipts, providing these on request to evidence that the funding has been spent for what the application was intended.

The group/organisation will be asked to repay all or part of the funding to Oadby & Wigston Council if:

- The money is not used for the purpose specified, unless changes are made by prior agreement between the Council and the organisation/group.
- The organisation/group is not able to provide project details as requested for monitoring and evaluation purposes.
- The organisation/group is wound up or ceases to exist without completing the project and / or accounting for the money received.

1.6 Climate Considerations

Applications are required to address good environmental standards and to actively seek to reduce carbon emissions and wastage. Any materials used by the project are expected to be sustainably sourced and recyclable- where possible.

If you are satisfied with the detail of this document so far, please now complete the below application.



Oadby & Wigston
BOROUGH COUNCIL

Oadby and Wigston Borough Council Residents' Forums- Award Application Form

Oadby and Wigston Borough Council has allocates funding across the three local Resident Forums to support local community projects. The Resident Forums cover: **Oadby, Wigston** and **South Wigston**. Before completing the form please read the accompanying guidance.

Project Title: Wellbeing by Water
Contact Name: Shaun Monkman
Full Postal Address: C/O Leicester Outdoor Pursuits Centre, Loughborough Road, Leicester Postcode: LE4 5PN
Email: chair@paddleplus.org
Telephone: 07825729261
Which Residents' Forum are you applying for funding from? South Wigston

Is your group a registered charity

Yes / ~~No~~

If yes, please write the charity number:

A voluntary organisation

Yes / ~~No~~

A community interest group

Yes / ~~No~~

Other type of group (please give details):

Other(Please explain):

We are a Community Armature Sports Club registered with HMRC, governed by constitution and committee.

Project Activity

Tell us about what you want to do and how you will involve local people in the project?

Continue on an additional sheet of paper if necessary.

We are aiming to create a Paddling and Wellbeing Hub in Kilby Bridge for the benefit of the community, run by the community. This model has been used in other areas such as Birmingham and London. Below we set out the context of the scheme, thanks for taking the time to read and consider our proposal.

Paddleplus is a British Canoeing accredited paddlesport and outdoor club, originally based in Leicester City. We are a Community Amateur Sports Club registered with HMRC. The club started in 1981, and our mission is to *'Deliver fun, rewarding and varied paddlesport and "plus" activities in a safe and inclusive amateur club environment, for as many local people as possible'*.

In 2021 we opened a second site at Kilby Bridge utilising facilities at the Canal and River Trust. In our first year we delivered sessions for 1250 participants at the site and gained 73 members from the area. Our current membership is 257, with our youngest member aged 9 months and our oldest 72. We have members with broad socio-economic and ethnic backgrounds.

In 2022, the Canal and River Trust (CRT), working in partnership with Oadby & Wigston Borough Council and other partner agencies, started to deliver socially prescribed canoeing and paddle boarding sessions in South Leicestershire. The sessions are designed to make use of local waterways as a focal point to help people tackle mental and physical health problems because evidence shows that both access to blue/green space and social prescribing can have a positive impact on people's wellbeing. CRT have employed a Wellbeing Co-ordinator for South Leicestershire and their base for this activity is Kilby Bridge.

We also work with other partners to maximise the use of the site. An example is our association with Onwards and Upwards who partner with the club to use the site to deliver sessions as well. They work with hard to engage young people who are referred in for various reasons, including school refusal and mental health issues.

CRT have been exploring long term plans for the site, which align with the direction of travel outlined above. However large scale improvements will require large scale funding. This can be challenging to obtain in the current climate. We expect that even once funding is identified, the scale of the work required will mean that it will be several years until the work is complete. Therefore we are in the process of creating an interim setup which meets the needs of all the partners.

At the moment, we are operating from the back of trailers and out of some disused garages. The current setup is not scalable or sustainable in the long run.

We need safe, efficient storage options, with a sheltered area to serve as a somewhere to deliver activities and act as a social space.

We have secured funding (50/50 from PaddlePlus and CRT) to purchase 2 x 20' containers which can be used for storage. We are working with British Canoeing and [Volunteer It Yourself](#) to kit out the containers. British Canoeing will supply funding for material and Volunteer It Yourself will supply young people who are learning a trade, supported by trained crafts people.

We're seeking funding from the Forum(s) to pay for artwork to be applied to the two containers as well as a robust [shade sail](#) to create an uplifting and engaging outdoor classroom and social space. The artwork will be designed in collaboration with local people (via Social Prescribing, PaddlePlus members and other linked partners), inspired by the heritage of the site and a shared love of adventures and the outdoor. We will also acknowledge those partners who have made a contribution to the cost of setting the site up.

We have approached GraffWork who are a multifaceted arts project team who have been redefining the visual landscape of cities through the use of street art. They are the people behind the award winning [Bring the Paint festival](#) and are the team behind the recent artwork applied to [St Georges Tower](#) in Leicester.

If you are organising a public event, does your group/organisation have public liability insurance: Yes ~~No~~ (please give details below)

Please find attached confirmation of our insurance

Project Need

In the below box, please state what need is your project or activity addressing and how has this been identified? *Continue on an additional sheet of paper if necessary.*

Please refer to the following Oadby and Wigston Borough Council corporate objectives in your answer:

- **Building, Protecting & Empowering Communities**
"Be proud of your borough as a place to live"
Projects/activities that can help strengthen our communities, by bringing people together and generating a positive community spirit
- **Growing the Borough economically**
"Realise the aspirations of the borough, benefitting those who live and work here"
Projects/activities that can provide opportunities for people in the borough to reach their potential

Our partnerships aim to bring people, activities and inspiring natural and social spaces together to solve some of the most challenging issues of our time.

Physical and mental health issues affect us all at some point in our lives, but for some people they can lead to further issues, such as social isolation, financial hardship, depression/anxiety and loss of self-worth.

Social Prescribing aims to 'demedicalise' aspects of the NHS and tackle some of these issues through activities, increased social inclusion, friendship and adventure. It is not a recent discovery that

improvements in people's wellbeing can be driven through means other than medication, the benefits of Social Prescribing are increasing being accepted. You can read more on Social Prescribing here:

- [A participants view](#) – case study
- [A GPs perspective](#) – case study

The initial referral to a course of sessions delivered by a provider such as CRT is only the first step, people need pathways out of the prescription into a lifelong relationship with (in our case) the outdoors. This is where PaddlePlus comes in – those who participate in the socially prescribed sessions can transition to becoming a member of our club for minimal costs (inc. concession pricing, discretionary discounts etc.) where they can progress their skills, gain confidence, make friendships, volunteer, get qualifications and advance a lifelong love of the outdoors.

Being based at a CRT base, there is reduced anxiety of visiting a new location. We even work to ensure that some of the faces are the same, with CRT instructors attending our sessions (some are members) so that people have a familiar face when they arrive.

Our Paddling and Wellbeing Hub in Kilby Bridge is being created for the benefit of the community, run by the community. Our club invests in training our members to volunteer and gain qualifications which they can use for work as well as volunteering should they chose. We have links with local outdoor activity providers and can place members for work experience and paid work.

Together our partnerships can support people to own their potential.

Planned outcomes and their benefit to the community

Who will benefit from your proposal and what do you think the benefits (**outcomes**) will be to people residing in the community?

It is estimated that around 20% of patients consult their general practitioner (GP) for what is primarily a social problem (Low Commission, 2015), it has been suggested that referral to a social prescribing service could reduce this pressure.

Social Prescribing is a main pillar of the [Universal Personalised Care Model](#), a delivery plan by NHS England.

Evidence¹ shows that, not only are there positive outcomes for individuals (as outlined in the case studies here) there is also positive impact on GP consultations and A&E attendances and wellbeing for those referred, achieving:

- 14% fewer GP appointments
- 12% fewer A&E attendances

Studies have shown that there are higher rates of employment in those who have been referred to a social prescribing intervention.

¹ [Universal Personalised Care Model](#) pp23

Separate to social prescribing, PaddlePlus also offers membership to the whole community, so the benefits of the Blue/Green space and being physically active and socially engaged are available to all.

A further outcome is likely to be an increase in social prescribing by GPs as we intend to run showcase events of the site and the activities via the local CCG. This will close the loop and ensure that not only are CRT and PaddlePlus there to support people being referred, those undertaking the referrals have a better understanding of what they are prescribing.

Approximately how many people will benefit from the project or activity?

We anticipate in 2023 we will deliver:

- 72 PaddlePlus club sessions for up to 25 people per session, including introductory sessions, paddling skill awards and journeys
- 30 Social prescribing sessions for up to 12 people per session across the area
- >100 Hard to reach young people sessions for 1 or 2 people per session

Without the funding it will be very hard to see us delivering anywhere near this number of sessions, we definitely will not have inspiring facilities.

In addition to the templates that we will provide, how will you measure the success and impact of your project or activity on the local community and residents?

We will seek users' opinions via a survey of the facilities on offer and how they impact on their view of the schemes.

When will your project or activity start and when will it be completed?

The build for our project will start immediately and will be complete by the time we reopen at Easter. The legacy and impact will remain for several years.

Sustainability

How will you ensure the local benefits of the project/activity continue in the future?

PaddlePlus has been financially sustainable for 40 years and remains so. The costs requested are to improve facilities rather than for ongoing costs.

CRT and partners (including O&W council) have committed to funding social prescribing.

This is phase one of the project. We hope that by continuing to demonstrate that there is local need and our partnerships can deliver, we will be supported for further applications for funding for phase 2 which will include the wider improvements to the site.

Please turn the page for the next section of the Application Form.

Finances

How much will your proposal cost?
State what you need to carry out your project and if you have to pay for this, what is the estimated cost?

Breakdown of costs: <i>(e.g. Volunteers expenses, materials, room hire)</i>	Amount
Artwork	£2000
Shade Sail	£500
	£
	£
	£
	£
	£
	£
	£
TOTAL	£2500

Please identify any **“in kind”** support the project will receive-e.g.: donations of funds, property, or professional expertise in order to support the project/activity.

PaddlePlus £3000 – Container
 CRT - £3000 – container
 British Canoeing ~£1000 – Storage material, plants etc.
 Volunteer It Yourself – Crafts people and young people to work on the build

We do not pay our volunteers for their time, we also do not pay expenses, our volunteers all stand their own travel costs. PaddlePlus will supply refreshments and food for volunteers on volunteering days.

Volunteer It Yourself combines volunteering and DIY by challenging young people aged 14-24 to learn trade and building skills, on the job, by committing to help fix local youth and community facilities in need of essential repairs or improvement. Participants are mentored by professional tradespeople, and can gain vocational City & Guilds skills accreditations as well as access to further training, work placement and apprenticeship progression opportunities beyond VIY.

Please give the **total** amount of funds you are requesting from the Resident Forum.

£:2500

How will you fund the difference (if any)?

N/A

Declaration:

I give permission for Oadby & Wigston Council to record my details and the Group/organisation's details and to publicise successful funding applications. I declare the information provided within this application is correct to the best of my knowledge and will provide evaluation and monitoring information for the project.

Signed



Name (Block capitals)

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Position in organisation/group

CHAIR

Date

16 AUGUST 2022

Fair Processing Information for Grant Application Forms

Oadby & Wigston Council will use the information you provide on this form for the administration of funding. Your contact details will be added to a database held by the Council for the processing the funding and monitoring purposes. The Council may also use the information you provide to ensure that all its other information systems are up to date. The award of funding is reported publicly. All information held by the Council is liable to disclosure under the Freedom of Information Act and Data Protection Act unless it is exempt.

If you have any queries concerning the protection of personal privacy or publication of information please contact:

Ross Levy- Community Health Improvement Officer

ross.levy@oadby-wigston.gov.uk / 07939 367979

Agenda Item 8



Policy, Finance and Development Committee	Tuesday, 15 November 2022	Matter for Information and Decision
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Report Title: **Contract Exemption and Supplementary Budget Request**

Report Author(s): **Jon Owst (Revenues and Benefits Manager)**
Tony Gwam (Interim Head of Finance)

Purpose of Report:	To request Members' approval for a contract exemption to award a contract for the Revenues and Benefits processing software, and approval for a capital supplementary estimate, and to inform Members of a supplementary budget estimate approved by the Strategic Director and Section 151 Officer in respect of the same.
Report Summary:	The report sets out the reason for the exemption and the reasons for and the level of supplementary budget required.
Recommendation(s):	A. That the contents of the report are noted; B. That the contract exemption as set out at paragraph 4.1 is approved; C. That the capital supplementary estimate as set out in paragraph 3.2 is approved.
Senior Leadership, Head of Service, Manager, Officer and Other Contact(s):	Tracy Bingham (Strategic Director / Section 151 Officer) (0116) 257 2845 tracy.bingham@oadby-wigston.gov.uk Tony Gwam (Interim Head of Finance / Section 151 Officer) (0116) 257 2608 tony.gwam@oadby-wigston.gov.uk Jon Owst (Revenues and Benefits Manager) (0116) 257 2859 jon.owst@oadby-wigston.gov.uk
Corporate Objectives:	Providing Excellent Services (CO3)
Vision and Values:	Accountability (V1) Customer Focus (V5)
Report Implications:-	
Legal:	There are no implications arising from this report.
Financial:	The implications are as set out at paragraph 2.1 of this report.
Corporate Risk Management:	Reputational Damage (CR4) Key Supplier / Partnership Failure (CR2)
Equalities and Equalities Assessment (EA):	There are no implications arising from this report. EA not applicable
Human Rights:	There are no implications arising from this report.

Health and Safety:	There are no implications arising from this report.
Statutory Officers' Comments:-	
Head of Paid Service:	The report is satisfactory.
Chief Finance Officer:	The report is satisfactory.
Monitoring Officer:	The report is satisfactory.
Consultees:	None.
Background Papers:	None.
Appendices:	None.

1. Background

- 1.1 Revenues and Benefits currently use Academy software provided by Capita to process Housing Benefit, Council Tax, and Business Rates, including billing, recovery, and discretionary functions.
- 1.2 Since withdrawing from the IT partnership earlier this year the arrangement with Capita has operated as a carryover and we are now in a position where both parties wish to formalise the contract to avoid serious disruption to a statutory service and potential reputational damage if Capita were to withdraw their tacit agreement for the continued use of the software.

2. Proposed Contract

- 2.1 Ongoing negotiations with Capita have now concluded and officers have negotiated a 5 year term which will provide flexibility to respond to future changes. The structure of the proposed contract also capitalises as much as possible so that the amount subject to inflation each year is reduced.
- 2.2 Capita were not amenable to a shorter term, and the 5 year contract provides stability for the team and ensures business continuity in a critical area.
- 2.3 The total cost of the proposed contract is as follows:

Length of contract	Up-front cost	Annual cost	Total cost
2022-23 + 5 years	£22,780	£67,676	£428,836

3. Financial Implications

- 3.1 There is currently £38,500 revenue provision to cover the costs of this system, meaning a supplementary estimate of c.£22,000 is required for 2022-23. (£67,676-£7,000-£38,500). This supplementary estimate has been approved by the Strategic Director and Section 151 Officer in line with section 6.3 of the financial procedure rules. For future years the budget will be amended through the budget setting process.

3.2 There is no existing capital provision for the up-front cost of £22,780 so a supplementary capital estimate for this amount is required for this one-off charge. Since the project forms part of the existing Council business, approval of a supplementary estimate in line with section 4.5 of the financial procedure rules is sought from the Committee.

4. Contract Exemption

4.1 In line with the council's Contract Procedure Rules, and because the total value of the contract is above the EU Threshold, approval is sought from the Committee to waive requirements in relation to the procurement rules in order to ensure continued provision of the service.

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