CABINET EXECUTIVE

Minutes of a meeting held in the Council Chamber, Council Offices, Narborough

MONDAY, 29 JUNE 2026

Present:

Councillor Ben Taylor (Leader)
Councillor Cheryl Cashmore Finance, People and Transformation Portfolio Holder (Deputy Leader)

Cllr. Nick Chapman	-	Health, Community and Economic Development Portfolio Holder
Cllr. Susan Findlay	-	Homelessness, Housing and Community Safety Portfolio Holder
Cllr. Nigel Grundy	-	Neighbourhood Services and Assets Portfolio Holder
Cllr. Mike Shirley	-	Planning, Strategic Growth and Environment Portfolio Holder

Also in attendance: -

Cllr. Nick Brown – Chairperson of Scrutiny Commission
Cllr. Neil Wright – Vice-Chairperson of Scrutiny Commission

Officers present: -

Julia Smith	-	Chief Executive
Marc Greenwood	-	Executive Director - Place
Louisa Horton	-	Executive Director - Communities
Sarah Pennelli	-	Executive Director - S.151 Officer
Gemma Dennis	-	Assistant Director - Corporate Services
Rebecca Holcroft	-	Community Services Manager
Daksha Mehta	-	Business Accountant
Sandeep Tiensa	-	Senior Democratic Services & Scrutiny Officer
Avisa Birchenough	-	Democratic & Scrutiny Services Officer
Nicole Evans	-	Democratic & Scrutiny Services Officer

42. DISCLOSURE OF INTERESTS FROM MEMBERS

Cllr. Ben Taylor	-	Item 10 - Adoption of a new Private Sector Housing Civil Penalty Policy and amendments to the Enforcement Policy
Nature of Interest	-	Disclosable Pecuniary
Extent of Interest	-	Cllr. Ben Taylor owns a rental property and will not be voting on this item.

Cllr. Nick Chapman	-	Item 10 - Adoption of a new Private Sector Housing Civil Penalty Policy and amendments to the Enforcement Policy
Nature of Interest	-	Disclosable Pecuniary
Extent of Interest	-	Cllr. Nick Chapman owns a rental property and will not be voting on this item.

43. MINUTES

The minutes of the meeting held on 11 May 2026, as circulated, were approved and signed as a correct record.

44. PUBLIC SPEAKING PROTOCOL

No disclosures were received.

45. UPDATE ON LOCAL GOVERNMENT REORGANISATION AND ESTABLISHMENT OF VOLUNTARY JOINT COMMITTEES

Considered – Report of the Assistant Director - Corporate Services and Monitoring Officer.

Other Options Considered:

Cabinet may not wish to establish a Joint Committee/s on a voluntary basis and may prefer to wait until the Council is mandated to do so by the Structural Changes Order (SCO). However, this is not recommended as it would not assist in planning for the introduction of the new unitary authorities. It is recommended by Officers and encouraged by Ministry of Housing, Communities and Local Government (MHCLG) that it would be more efficient and effective to develop a voluntary joint committee/s at this early stage to commence the work.

Cabinet may also wish to appoint a Joint Committee but on different terms of reference from those expected in the draft SCO. But the view of officers, having considered the scope of functions in previous local government SCOs for other authorities, is that there is no advantage to any other additional functions being included, and there is benefit in aligning as closely as possible with the provisions of the draft SCO.

DECISIONS

1. That the current position regarding Local Government Reorganisation in Leicester, Leicestershire and Rutland (LLR) be noted.

2. That, subject to similar approval by all LLR Councils, the establishment of one or more voluntary Joint Committees in accordance with Section 101(5) of the Local Government Act 1972 be approved.

3. That authority to nominate representatives to the voluntary Joint Committee/s be delegated to the Chief Executive, in consultation with the Leader of the Council.

4. That authority to nominate and appoint substitute members to the voluntary Joint Committee/s be delegated to the Chief Executive, in consultation with the Leader of the Council.

5. That approval of the draft Terms of Reference for the voluntary Joint Committee/s, including authority to make minor amendments, be delegated to the Chief Executive, in consultation with the Leader of the Council.

6. That it be noted that, whilst the Joint Committee(s) are established by resolution of all councils within the Leicester, Leicestershire and Rutland (LLR) area on a voluntary basis, upon enactment of the Leicestershire, Leicester and Rutland (Structural Changes) Order 2026 the Joint Committee(s) will become the Joint Committees required under that

legislation, and will be constituted in accordance with Section 101(5) of the Local Government Act 1972 and the provisions of the Structural Changes Order 2026/27.

7. That authority be delegated to the Monitoring Officer to make any necessary and consequential amendments to the Council's Constitution arising from the Cabinet's resolutions.

Reasons:

1. As Leicestershire, Leicester & Rutland transition to new unitary local authorities, LLR Councils remain committed to maintaining openness and transparency with residents and wider partners, which includes regular updates to members on local government reorganisation.

2. The recommendations in this report are made to support the desire to be well prepared for local government reorganisation and to be able to support the LLR Shadow Authority/s from May 2027.

46. ANNUAL GOVERNANCE STATEMENT 2025/26

Considered – Report of the Executive Director (Section 151 Officer).

Other Options Considered:

The option to not produce a separate report on the Annual Governance Statement for the Cabinet Executive was dismissed given it is of utmost importance that the Cabinet Executive are fully informed and assured by the completion of the Corporate Assurance Review and the production of the Governance Statement.

The Leader, Cllr. Ben Taylor thanked the Executive Director (Section 151 Officer) and team for all their hard work.

DECISIONS

1. That the Annual Governance statement in respect of 2025/26 financial year, be approved.

2. That the updated Local Code of Corporate Governance be approved.

3. That delegated authority be given to the Executive Director (S151 Officer) in consultation with the Chief Executive and the Leader of the Council to make amendments to the Annual Governance Statement following feedback from the External Auditors.

Reasons:

1. It is a requirement of the Account and Audit Regulations 2015 for the local authority to prepare and approve an Annual Governance Statement.

2. It has been necessary to review the Local Code of Corporate Governance following the 2025 Addendum to the CIPFA/SOLACE Delivering Good Governance Framework (2016).

3. It may be necessary to make amendments or additions to the Annual Governance Statement following feedback from the External Auditors as they review and audit the Council's Statutory Accounts.

47. FINANCIAL PERFORMANCE 2025/26

Considered – Report of the Accountancy Services Manager, presented by the Executive Director (S151).

Other Options Considered:

None.

The Deputy Leader, Cllr. Cheryl Cashmore thanked the Executive Director (S151) for presenting the report and thanked the Accountancy Services Manager for preparing the report.

DECISION
That the financial performance for 2025/26 be accepted. Reason: The unaudited accounts for 2025/26 are to be published on 30th June 2026. Whilst the accounts are still subject to external audit, it is important to give Members early sight of the outturn to assist with the financial planning process.

48. TREASURY MANAGEMENT OUTTURN 2025/26

Considered – Report of the Assistant Director – Financial Services

Other Options Considered:

None. It is a legislative requirement that the Council receives an annual report covering its treasury activities for the financial year.

The Deputy Leader, Cllr. Cheryl Cashmore thanked the Executive Director (S151) for presenting the report and thanked the Assistant Director – Financial Services for preparing the report.

DECISIONS

1. That the treasury management activities for 2025/26 be approved.

2. That the prudential and treasury indicators for 2025/26 be approved.

Reasons:

1. The regulatory framework governing treasury management activities includes a requirement that the Council should produce an annual review of treasury activities undertaken in the preceding financial year. It must also report the performance against the approved prudential indicators for the year.

2. This report fulfils the requirement above and incorporates the needs of the Prudential Code to ensure adequate monitoring of capital expenditure plans and the Council's prudential indicators. The treasury strategy and prudential indicators for 2025/26 were contained in the report approved by Council on 25th February 2025.

49. INCREASE IN RESOURCES TO ADDRESS LEGISLATIVE CHANGES

Considered – Report of the Chief Executive, presented by the Executive Director (Communities).

Other Options Considered:

The option to not increase staffing has been considered and rejected due to the risk of non-compliance with statutory requirements.

DECISIONS

1. That the creation of three new posts within the Building Control team (two Building Safety Levy Officers and one Team Leader/Senior Administrator) be approved.

2. That the creation of three new posts within the Environmental Health team (Private Sector Housing Team Leader, Senior Housing Technical Officer and Tenancy Relations Officer) be approved.

3. That the conversion of the Homelessness Assessment Officer post from a fixed-term contract to an established post, originally approved by Cabinet in 2023, be approved.

Reasons:

1. The Council has a statutory duty to implement and administer the Building Safety Levy from 1 October 2026. Additional staffing resource is required to ensure the Council can meet its legal obligations, including processing applications, managing accounts, monitoring payments and enforcing compliance. Early recruitment is necessary to allow time for training, system configuration and testing prior to the go-live date.

2. To approve the proposed structure for the Environmental Services Team to meet the new statutory duties and rising service demand brought about by introduction of new legislation requirements and focus.

3. Fixed-term contracts are less effective in retaining officers with the necessary skills and experience to support service delivery during periods of sustained high demand. The role has experienced a turnover in postholders, and it is proposed that converting the post to a permanent establishment position will improve staff retention and provide greater continuity within the team

50. ADOPTION OF A NEW PRIVATE SECTOR HOUSING CIVIL PENALTY POLICY AND AMENDMENTS TO THE ENFORCEMENT POLICY

Considered – Report of the Community Services Manager.

Other Options Considered:

Implementation of the Renters' Rights Act 2025 is a statutory function of the Council; there is no alternative but to have revised policies in place.

DECISIONS

1. That the revised Enforcement Policy and revised Civil Penalty Policy, incorporating the provisions of the Renters' Rights Act 2025, be adopted.

2. That the associated changes to the Schedule of Charges arising from these revisions be approved.

3. That authority be delegated to the Assistant Director for Environmental Health, Housing and Community Services, in consultation with the relevant Portfolio Holder, to make minor amendments to the policies as required.

Reasons:

1. It is essential these policies are updated to ensure the Council can meet the statutory obligations of the Renters' Rights Act 2025.

2. Statutory guidance has introduced a new charging structure for Civil Penalty Notices with new minimum and maximum charges.

51. APPOINTMENTS TO OUTSIDE BODIES 2026/27

Considered – Report of the Senior Democratic Services & Scrutiny Officer.

Other Options Considered:

None in the context of this report.

DECISIONS

1. That the preferences and changes to appointments to Outside Bodies be approved.

2. That unless otherwise stated all appointments shall be held, until the first Cabinet Executive meeting following the Annual Council meeting in 2027.

3. That all appointments are endorsed as approved duties for the payment of allowances.

4. That the Constitution is amended accordingly.

Reason:

It is appropriate to give effect to the wishes of the political groups.

THE MEETING CONCLUDED AT 6.04 P.M.