

HARBOROUGH DISTRICT COUNCIL
MINUTES OF THE COUNCIL MEETING

held in the Council Chamber,
Council Offices, Adam and Eve Street, Market Harborough

30th July 2012

commencing at 6.30p.m.

Present:
Councillor Everett (Chairman).

Councillors: Mrs. Ackerley, Bannister, Beaty, Beesley-Reynolds, Birch, Dr. Bremner, Brodrick, Mrs. Burrell, Charlish, Dann, Dewes, Evans, Golding, Hall, Hallam, Dr. S. Hill, Johnson, King, Knowles, Liquorish, McHugo, Mrs. Page, Pain, Mrs. Robinson, Rook, Mrs. Simpson, Smith, Spendlove-Mason and Mrs. Tooley.

Officers: K. Cowell, A. Graves, C. James, B. Murgatroyd,
E. O'Neill, N. Proudfoot and V. Wenham.

Apologies for absence were received from Councillors Dunton, Galton, Graves, Holyoak and Mrs. Wood.

119 TOPICAL ISSUES

(a) Glenfield General Hospital

Councillor Dewes expressed concern that this hospital's facilities were planned to be closed. He asked that the Council support Leicestershire County Council's opposition to these proposals. The Chairman asked that Councillor Dewes bring forward a motion in order that Members could debate and resolve a statement of the Council's position on the matter.

(b) St. Luke's Hospital, Market Harborough

Councillor Knowles reported that he had recently had a briefing with the local health authorities on this matter and was informed that the project was running on time and on budget. He reported that the public would be invited to be involved with the renaming of the hospital and the siting of the War Memorial.

120 MOTION WITHOUT NOTICE

Councillor Dr. S. Hill declared a personal, non-prejudicial interest in the discussions on the proposed closure of Glenfield General Hospital. The nature of the interest was stated to be that she was a Member of a County Council Scrutiny Panel which was looking at the issue.

Councillor Dewes proposed that: in relation to the matter of the proposed closure of Glenfield General Hospital, Harborough District Council supports Leicestershire County Council's motion to try to stop the closure.

The motion was seconded by Councillor Knowles and it was

RESOLVED that: Harborough District Council supports Leicestershire County Council's motion to try to stop the closure of Glenfield General Hospital.

121 MINUTES

It was moved by Councillor Rook, seconded by Councillor Pain and

RESOLVED that: the Minutes of the Council Meeting held on 25th June 2012 be received and adopted.

122 DECLARATIONS OF INTEREST

Councillor Pain declared a personal and prejudicial interest in Minute 65 2012/13. This Minute is concerned with a draft Taxi Licensing Policy. The nature of the interest was stated to be that Councillor Pain is a director of a local taxi company.

123 CHAIRMAN'S ANNOUNCEMENTS

The Chairman asked that as many Members as possible attend the Civic Ceremony in St. Mary's Church, Lutterworth on 2nd September 2012. He reminded Members that there would be music prior to the Service (provided by Lutterworth College), beginning at 2.30p.m; the Service itself was to begin at 3p.m. and refreshments after the Service would be served in the Wycliffe Rooms, Lutterworth.

124 WRITTEN QUESTIONS AND PETITIONS SUBMITTED BY THE PUBLIC

None received.

125 REPORT OF THE LEADER OF THE EXECUTIVE

Councillor Rook, Leader of the Executive, presented his report as set out below:

"The New Finance Act is a major piece of legislation for all Councils, along, indeed, with the whole country's precepting agencies. Harborough District Council is now working hard to embed its clauses in our budget in sufficient time for Council Tax Bills next April. Given the fundamental changes to the Welfare system under the Unified Tax Credits scheme, plus the localisation of Council Tax Discounts, there is great pressure upon the systems suppliers for IT to deliver programs which operate these issues. The requirement to synchronise our working with other partners too, has become very clear, and is a further pressure on decision making for Members. It may well be that time and available IT defeat our implementation plans.

Increasingly, Transformation begins to mean a fundamental change in the culture of the organisation; a new beginning, a realisation too that with a new headquarters, new staff structures, new priorities, new channels of communication with our residents, and a new flexibility of approach, Member involvement will radically alter.

Transformation can only work if we as Members totally embrace the changes. "Do," as they say in the vernacular, "Members truly get it?" In the end is not about processes or buildings, it is really about how we relate to the real world. Process and assets are only the manifestations of the tools we employ to provide our people with power.

The Localism Act is gradually unfolding with its massive shifts of potential freedoms. The right to bid, right to challenge, and a general power of competence: Democracy is being let out into the green pastures of intellectual politics. Can it survive? Only if we as Members act responsibly to shepherd it forward with sensitivity, and that we understand that risk is a human condition to be managed, yes, but exploited, not feared.

There is a much practical work being undertaken by the Portfolio holders and Officers around the recommendations on staff structure, on the redesign of the HQ, on developing an initiative to bring unused property into use, the review of electoral governance is also something we have not heard the end of yet. A practical way forward is being sort for a first time buyer mortgage scheme, moving towards a cashless front office, and we continue to work behind the scenes on the Market Traders initiative to run their own show, plus the Welham Lane business case review, and a continued strengthening of links with all our partners in all areas.

We welcome Ann Marie Hawkins to the senior team in her capacity as Policy, Performance and Partnerships Officer, to scan the horizon for us, as well as keep our compass reference true. Shared with Blaby, she replaces one of their Officers, but we have never had such a resource at Harborough for many years, so this will be highly beneficial. She will be involved in every area of our business.

Lastly, I want to mention our poor farmers. This sector, in our predominately rural environment, is often overlooked when Members talk of business growth. In terms of wellbeing, food supply, and costs, we rely on their efficiency and productivity. Make no mistake the rains we are currently experiencing could have a devastating impact on next year's prices. If the rape harvest cannot be combined on time, the wheat harvest will be late coming in, and the drilling or planting for next year will miss its efficiency window. This will inevitably mean higher grain prices next year and even shortages. Potentially we do have real cause for concern, and I want to highlight the dedicated work that all farmers in our District achieve on the county's behalf, day in and day out all year round.

They surely do not need milk price reductions, standing water in the fields, or the evil of bureaucracy we surround them with.

Cllr Michael Rook (Leader HDC)"

126 RECOMMENDATION FROM THE EXECUTIVE MEETING HELD ON 11th JUNE 2012

Property Review

It was proposed by Councillor Rook, seconded by Councillor Pain and

RESOLVED that:

- (i) the governance arrangements be approved as proposed in section 5 of the report (Property Review Report brought to the Executive on 11th June 2012) for the delivery of the Property Work-stream of the Transformation Programme.
- (ii) the Section 151 Officer be authorised to:
 - (a) Draw down funds of £312k identified in Section 7 of the report required to:
 - Complete the pre-construction stages (up to completion of Stage 4) of the Headquarters building redevelopment, including fees required to complete the development of a detailed business case and;
 - Prepare a business case setting out the investment proposals and anticipated return from the Market Hall
 - (b) Allocate suitable resources in the Capital and Revenue forward plan to facilitate the forward delivery of the project, subject to full Business Case approval by the Executive.
- (iii) the following delegations be authorised to enable the project governance and delivery structure identified in Sections 5 and 6 of the report.
 - (a) The Head of Legal and Democratic Services is authorised to negotiate and enter into an agreement with Leicestershire County Council for the provision of project management and other technical, professional and otherwise administrative property support services (listed fully in Appendix 5 of the report) to assist in the delivery of the property work-stream, noting the circumstances and need for this appointment discussed in paragraphs 4.5 to 4.6 of the report.

- (b) authorise the Assistant Director for Corporate Resources to appoint in accordance with the Council's Contract Procedures Rules contracts for the provision of:
- Communications and Engagement Support Services;
 - Property and Asset Management Advice services.
- (c) authorise the Assistant Director for Community Services to appoint in accordance with the Council's Contract Procedure Rules a contract for the provision of:
- Market Management Consultancy services.
- (d) authorise the Head of Legal and Democratic Services to obtain external legal advice as set out in paragraph 4.9 of the report.

127 RECOMMENDATION FROM THE EXECUTIVE MEETING HELD ON 22nd JUNE 2012

Additional Funds Required for the Transformation Team

It was moved by Councillor Rook, seconded by Councillor Pain and

RESOLVED that:

- (i) the proposals regarding the costs and draw down of funding required be agreed as the best solution to continuing the delivery of the transformation programme.
- (ii) the release and draw down of funds for the resource requirements listed in Appendix A to the report be authorised.

Summary of Reasons

In order to maintain the momentum of the Transformation Programme and to ensure the savings identified in the Service Redesign reports are realised, additional resources will be required in 2012/13 to manage the Transformation Programme and to deliver the Customer Service work stream. The on-going programme of work includes:

- A review of the Customer Service function
- The pursuance of a shared Customer Service telephony option
- An upgrade to the Finance system and the implementation of an E-procurement module
- Extensive changes to the officer structure of the organisation which will require HR support for managers during the consultation and implementation process.

There continues to be a heavy reliance on ICT to support the Transformation Programme during 2012/13. The requirement for specialist ICT support has already been identified and budgeted for in the ICT Transformation budget which now forms part of the 2012/13 capital programme.

The 82 recommendations coming out of the Service Redesign project are more far reaching than had been anticipated at the time the original Transformation Business Case was written in November 2011 and affects the whole of the organisation.

There are specific large scale recommendations stemming from the transformation programme such as the Customer Service provision. HDC has in some cases neither the resource or capacity or specialist knowledge required to implement these.

The Human Resources team are under considerable pressure from the volume of changes to staffing required in order to implement the service redesign recommendations and provide the support Managers need during the consultation and implementation phase.

128 MINUTES OF THE MEETINGS OF THE EXECUTIVE

(a) Minutes of the Executive Meeting held on 11th June 2012

It was moved by Councillor Rook, seconded by Councillor Pain, and

RESOLVED that: the Minutes of the Executive Meeting held on 11th June 2012 be received and adopted.

(b) Minutes of the Extraordinary Executive Meeting held on 22nd June 2012

It was moved by Councillor Rook, seconded by Councillor Pain, and

RESOLVED that: the Minutes of the Executive Meeting held on 22nd June 2012 be received and adopted.

129 REPORT OF THE CHAIRMAN OF THE SCRUTINY COMMISSION

Councillor Dr. Bremner, Chairman of the Scrutiny Commission, presented his report as set out below:

“This month has seen members come together to discuss the future of scrutiny on the 2nd and 4th of July. The minutes for the 4th July meeting will be dispatched shortly, but they have been delayed due to the timing of this Full Council meeting and the paper collation. I would like to take the output of both these meetings - as the positive movement forward for Scrutiny, in a time of considerable change.

This new structure will only work with the support and engagement of members and I am pleased to say that has been evident throughout this process and I hope it now continues forward. Over the summer period our Officer colleagues will be working hard to draw up a draft workplan that incorporates the three top items Commission decided would be the “Big Ticket” Items.

The officers now have the structure into which the draft work-plan can fit. Especially how it can align and precede the Executives Forward plan. In the era of Localism scrutiny must be mindful of its role to the budget holders of services provided to our community and that are often to be found outside the offices of this Council. With these thoughts in mind I wish to remind all councillors of the new proposed structure:

I'm sure you're aware but just to be clear: from the Commission Meeting on the 4th, minutes to come to you shortly, once council papers are organised: it is recorded that we agreed the following names for the scrutiny panels:

1. Value for Money Panel focusing on: Council decisions; resources and Performance (including the future aligning Scrutiny Work-plan to come before Executive, but in a time of fast moving transition, it may still be a scrutiny "look-back/assessment"). A more internal focus.

2. Community Leadership Panel focusing on: outward issues; our locality and external bodies. A more external focus.

My thanks to the Chief Executive for her attendance at the recent Scrutiny meetings, it has helped Members to have an Officer strategic view to base their decisions on.

A final word to the Executive: Scrutiny is your critical friend and together we can take this Council forward.”

130 RECOMMENDATIONS OF THE SCRUTINY COMMISSION

Members considered options for the future structure of the Council’s Scrutiny structure.

It was proposed by Councillor Dr. Bremner, seconded by Councillor Liquorish and

RESOLVED that:

- (i) the existing Scrutiny Panels (People, Places and Resource Development) be disbanded with immediate effect.
- (ii) Council appoint, with immediate effect, a revised Scrutiny Structure, as set out at Diagram 1. This structure will be made up of two standing Panels:
 - Community Leadership Panel – outward looking, locality focus, involving external bodies.
 - Resource and Performance Panel – inward looking, examining Council decisions, resources and performance.

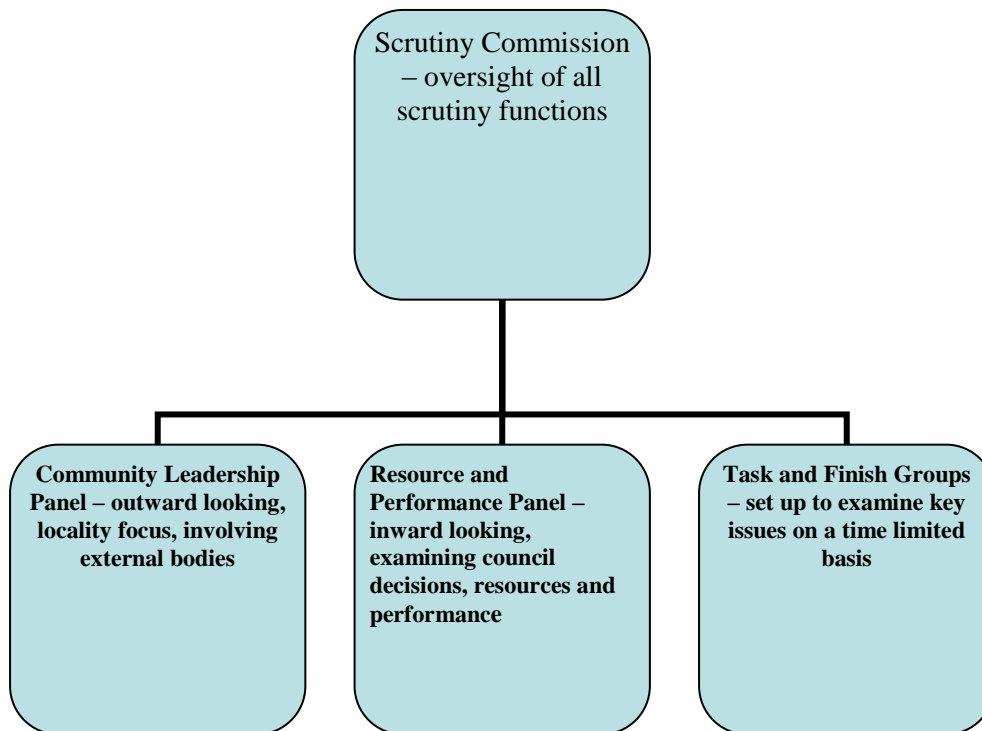


Diagram 1

- (iii) in addition to the two standing Panels, ad-hoc Task-and-Finish Scrutiny Groups be used for specific purposes as required. A maximum of two ad-hoc Task-and-Finish Groups should run concurrently.
- (iv) two ad-hoc Task-and-Finish Groups be appointed:
 - one to consider the Council’s Bin Policy.
 - one to consider Cemetery Provision in Harborough District.

- (v) the standing Scrutiny Panels be made up of ten Members (Membership to be decided by the Group Whips). The size of the ad-hoc groups to be decided as required.
- (vi) all Scrutiny Panels be politically balanced.
- (vii) Quorum of the new Scrutiny Panels remain as per the existing provisions in the Council's Constitution.
- (viii) the Scrutiny Commission meet four times per year.
- (ix) the Scrutiny Commission include all non-Executive Members.
- (x) The functions of Scrutiny be undertaken by the forums set out at Table 1
- (xi) if the above recommendations are approved by Council, the revisions to the Scrutiny function be referred to the Constitutional Review Committee to make the necessary amendments to the Council's Constitution.
- (xii) the subject of remuneration for Chairmen of Scrutiny Panels be referred to the Members' Remuneration Panel.

Function	Forum
Sets the Scrutiny Agenda	Scrutiny Commission
Holding Executive to Account	Scrutiny Commission
Scrutinises Decisions	Scrutiny Commission
Policy Development	Task-and-Finish Group
'Big Issues'	Task-and-Finish Group
'Light-touch' Reviews	Panel(s)
Performance Management	Resource and Performance Panel
External Scrutiny	Community Leadership Panel
'Call-in' of Decisions	Resource and Performance Panel

Table 1

In anticipation of the above resolution, the two Party Whips had prepared the following nominations for Membership of the new Scrutiny Panels.

Panel	Membership
Resource and Performance	Evans Hall Wood Holyoak Smith Bannister Dewes Galton, Johnson, Knowles
Community Leadership	Beesley-Reynolds Tomlin Hallam King Brodrick Beaty

	Graves Mrs. Tooley Mrs. Simpson Mrs. Burrell
--	---

131 MINUTES OF THE SCRUTINY COMMISSION

Minutes of the Meeting of the Scrutiny Commission held on 4th July 2012

It was moved by Councillor Dr. Bremner, seconded by Councillor King, and

RESOLVED that: the Minutes of the Meeting of the Scrutiny Commission held on 4th July 2012 be received and adopted.

132 MINUTES OF THE PLANNING COMMITTEE

(a) Minutes of the Meeting of the Planning Committee held on 22nd May 2012

It was moved by Councillor Liquorish, seconded by Councillor Beaty, and

RESOLVED that: the Minutes of the Meeting of the Planning Committee held on 22nd May 2012 be received and adopted.

(b) Minutes of the Meeting of the Planning Committee held on 12th June 2012

It was moved by Councillor Liquorish, seconded by Councillor Beaty, and

RESOLVED that: the Minutes of the Meeting of the Planning Committee held on 12th June 2012 be received and adopted.

(c) Minutes of the Meeting of the Planning Committee held on 3rd July 2012

It was moved by Councillor Liquorish, seconded by Councillor Beaty, and

RESOLVED that: the Minutes of the Meeting of the Planning Committee held on 3rd July 2012 be received and adopted.

133 MINUTES OF THE REGULATORY COMMITTEE

Minutes of the Meeting of the Regulatory Committee held on 26th June 2012

It was moved by Councillor Beaty, seconded by Councillor Bannister, and

RESOLVED that: the Minutes of the Meeting of the Regulatory Committee held on 26th June 2012 be received and adopted.

134 RECOMMENDATION FROM THE MEETING OF THE REGULATORY COMMITTEE HELD ON 26TH JUNE 2012

Members considered recommendations from the Regulatory Committee in relation to Dog Control Orders.

The Regulatory Committee at its meeting on 6th December 2011 recommended that:

“The Council adopts the necessary powers under the Clean Neighbourhood and Environment Act 2005 and the implementation of Dog Control Order for the following:

- Fouling of land by dogs and the removal of dog faeces;

- The keeping of dogs on leads;
- Not putting and keeping a dog on lead when directed to do so by an Authorised Officer
- The exclusion of dogs from designated areas of land.”

The Council at its Meeting on 16th January 2012 approved the above resolution.

Following a public consultation process there was clear evidence to show that the requirement to keep dogs on leads at all times in certain areas was not supported by the public. The Council’s Regulatory Committee, at its Meeting on 26th June 2012, made recommendations to Council following this process.

It was moved by Councillor Beaty, seconded by Councillor Bannister, and

RESOLVED that:

(i) Dogs be controlled with leads in the following areas of the District

- sports pitches
- children’s play areas
- sport areas
- sports areas maintained at public expense
- footpaths adjacent a 40mph or less speed limit
- cemeteries and church yards

(i) the subject should be reviewed in twelve months.

135 MINUTES OF THE STANDARDS COMMITTEE

Minutes of the Meeting of the Standards Committee held on 27th June 2012

It was moved by Councillor Mrs. Robinson, seconded by Councillor Liquorish and

RESOLVED that: the Minutes of the Meeting of the Standards Committee held on 27th June 2012 be received and adopted.

136 MINUTES OF THE CONSTITUTIONAL REVIEW COMMITTEE

Members noted that the following wording appeared in these Minutes:

“iv) the process for dealing with complaints as set out in Appendix B be agreed and that this is formulated and inserted within the Constitution.”

and that this should be amended to read:

“iv) the process for dealing with complaints as set out in Appendix B, with the word ‘censure’ changed to ‘decision’, be agreed and that this is formulated and inserted within the Constitution.”

It was moved by Councillor Everett, seconded by Councillor Smith and

RESOLVED that: the Minutes of the Meeting of the Constitutional Review Committee be received and adopted, subject to the above amendment.

137 QUESTION TO COUNCIL

The following question was asked, in accordance with Procedure Rule 11.2 of Part 4 (1) of the Council’s Constitution, from Councillor Johnson:

“I should be grateful to receive, for information, a detailed breakdown of all fees incurred by this Council in respect of Agency staff and Consultants involved in the Transformation project since its inception to date, together with an estimate of the total cost.”

Response from Cllr Rook, Leader of the Council to question from Councillor Johnson:

Full Council on October 31st approved the requirement to establish a Transformation Team to support the development of a Transformation business case and implementation plan. It was anticipated that the Transformation Team would comprise a mixture of Harborough Council employees and several external technical advisors to add capacity and skills. It was expected that there would be a transfer of learning and skills to HDC officers from the external resource. Within the report to 31 October 2011 the indicative timescales for the delivery of the programme were set out as:

Short Term (December 2011 to Summer 2012)

Medium Term Summer 2012- March 2013

Long Term March 2013- onwards

In November 2011 a number of external consultants were engaged to deliver various elements of the programme. The Transformation Team has a number of functions, which have changed over time. The appendix outlines current staff supporting the Transformation programme.

The cost of the team as outlined in the report to the Transformation Board on 23/11/2011 and reported to council on 14/12/11 was £100,000 relating to the Property work stream and £258,800 for Transformation.

Subsequent to that report, and as the programme has moved through from preparation and planning to implementation and delivery, further reports have been presented to members requesting the necessary budget to ensure delivery of the programme.

A report to the Transformation Board on 8 March 2012 sought approval for the carry forward of the 2011/2012 under spend on the Transformation Programme and Property review into the 2012/2013 budget.

A report to full council on 30th April 2012 estimated an overall project cost for the Property Work stream of £5.895m and a further report to Executive on 11/06/12 requested a draw down of £312K. This was required to enable completion of the pre construction stages of the headquarters redevelopment, including fees required to complete the detailed business case, and to prepare a business case setting out the investment proposals and anticipated return from the Market Hall. Overall funding for this project will be made up from a combination of sources; HDC reserves, Leicestershire County Council and potential loan funding. The gross fees totalling just short of £380K cover project management costs, move management backfill, design fees, survey fees, valuation advice, miscellaneous counsel, assurance fees and preconstruction fees. Netted off they amount to £312K. The final costs for this part of the Transformation Programme, property is due to go to October 2012 Full Council for approval.

The Transformation Programme is now in the second phase and the resources required to deliver the programme have been amended accordingly. The recommendations which affect the whole organisation are more far reaching than had been anticipated and a report to the Executive on 22nd June 2012 identified an additional £164,065 would be required in order to ensure the completion and delivery of the programme. The HR advice and Finance advice is now provided in house with some backfill brought in to support the HDC team. The focus of the Service Redesign specialist has now changed to cover the Customer Service review due to complete in December 2012. Various short-term support is required for the various mini projects included within the recommendations. Full details of all the resources and timescales are included within the full report.

The table below sets out the current position regarding the available approved budgets and spend to date.

The Programme is currently within agreed budgets.

Transformation Budget 2011/12 £	Actual spend full year	Budget 2012/13 including B/fwd	Budget 2012/13 including additional budget	Spend to July 2012/13	
308,800	210,923	214,877	378,942	64,494	
Property Budget 2011/12 £	Actual spend full year	Budget 2012/13 including B/fwd	Budget 2012/13 including additional budget June 2012	Spend to July 2012/13	
110,000	49,686	60,314	372,314	80,498	

(The Council has been successful in obtaining the maximum £15K funding from EMIEP).

It should be noted that information provided is at a high level and does not list payments made regarding individual contracts as this information is confidential. However at the regular Employee Staff Relations meetings with Unison, at which representative members from both the administration and opposition party are present, the details of Agency and contracted staff is discussed and information regarding Agency and contracted staff is also available on the HDC web site to members of the public.

138 SEALING OF DOCUMENTS

It was moved by Councillor Smith, seconded by Councillor Everett, and

RESOLVED that: the affixing of the Common Seal of the Council to the documents set out below be ratified.

- Section 106 agreement relating to Pulford Drive Thurnby: Jelson Limited and the Council.
- 28 The Broadway ,Market Harborough re redemption of Mortgage.
- Transfer of 104 Northampton Road Market Harborough the Council; D. L Davies and A. Dickenson.
- Agreement between Harborough District Council and Placefirst Limited re Harborough Innovation Centre.
- Tree Preservation Order 2012 The Mount , Little Lunnon, Dunton Bassett.
- Tree Preservation Order 2012 Land North of Tree Oak, Stretton Road , Great Glen.

139 ICT STRATEGY

C. James, ICT Transformation Project Lead Officer, presented an ICT Strategy Document to Members. This document set out the Council's approach to making ICT an enabler for the strategic change needed to underpin the ongoing Transformation Process.

It was moved by Councillor Dann, seconded by Councillor Golding and

RESOLVED that: the ICT Strategy be adopted as set out in report.

140 ANNUAL TREASURY MANAGEMENT AND ACTUAL PRUDENTIAL INDICATORS

Councillor Spendlove-Mason, Portfolio Holder for Finance, Efficiency and Assets, gave Members an overview of the Annual Treasury Management and Actual Prudential Indicators Reports for 2011/12.

The Annual Treasury Management Report is a requirement of the Council's reporting procedures and covers the treasury activity for 2011/12. The Actual Prudential Indicators were also presented, in accordance with the requirements of the Prudential Code.

It was moved by Councillor Spendlove-Mason, seconded by Councillor Rook and

RESOLVED that:

- (i) Council note the Annual Treasury Management Report for 2011/12.
- (ii) Council approve the Actual Prudential Indicators for 2011/12.

141 CHANGES TO THE STANDARDS REGIME

V. Wenham, Head of Legal and Democratic Services and Monitoring Officer, provided Members with an update on changes required to be made to the Council's Constitution as a result of the adoption of a new Code of Conduct (adopted by Council on 25th June 2012). These changes had been considered by the Constitutional Review Committee on 10th July 2012 (Minute 91 2012/13 refers), and referred to this Council Meeting for approval.

It was moved by Councillor Rook, seconded by Pain and

RESOLVED that: the amendments to the Constitution be approved, as set out in the report.

142 URGENT MATTERS

The following items were added to the agenda with the consent of the Chairman as a decision on each was required before the next Meeting of Council.

143 HOME IMPROVEMENT AGENCY CONTRACT

Members were advised of the outcome of a joint commissioning process, with the County Council, for the provision of a Home Improvement Agency. The report sought approval of the provision of an annual budget for the continuation of the Council's loans and equity release scheme.

It was moved by Councillor Mrs. Ackerley seconded by Councillor and

RESOLVED that: an annual budget of £6,000 is provided to enable the delivery of the Council's loan and equity release scheme by the appointed contractor.

144 POLICE AND CRIME PANEL, COMPOSITION AND TERMS OF REFERENCE

V. Wenham, Head of Legal and Democratic Services and Monitoring Officer,

It was moved by Councillor Rook, seconded by Councillor Knowles and

RESOLVED that:

- (i) the Leicestershire County Council acts as the host authority for the Police and Crime Panel;
- (ii) to agree the Panel arrangements as required by the Police Reform and Social Responsibility Act 2011 and the Terms of Reference of the Panel, as set out in Appendices A and B to this report;

- (iii) to note that the County Council is proposing to authorise its Chief Executive to make such further practical arrangements with regard to the procedures and protocols to be followed in relation to the Police and Crime Panel as may be appropriate to facilitate its operation;
- (iv) to agree, as a matter of principle, that co-option of members from constituent authorities should be used to secure the balanced appointment objectives in relation to political balance and representation of the area covered by Leicestershire police;
- (v) to agree that, subject to ongoing review, as provided by the Panel arrangements, the Police and Crime Panel should consider co-option of three additional members from the Leicester City Council to achieve the balanced appointment objectives;
- (vi) to note that Councillor Golding is the Council's Member representative for 2012/13 and this be an annual appointment.
- (vii) That Councillor Rook be appointed as a substitute Member representative to the panel for the year 2012/13 and that this be an annual appointment.
- (viii) to note that travel and subsistence expenses will be payable to the Council's appointed representative to the Police and Crime Panel.

145 REVISED ROTA OF MEETINGS

Following changes to the Council's Scrutiny Structure (Minutes of the Meeting of the Scrutiny Commission held on 4th July 2012 refer), it was necessary to create a revised Rota of Meetings for the 2012/13 year.

It was proposed by Councillor Everett, seconded by Councillor Mrs. Ackerley and

RESOLVED that: the revised Rota of Meetings, as set out at Appendix A to these Minutes, be approved.

The Meeting ended at 7.31p.m.