

2 July 2013

Dear Sir or Madam

A Meeting of the **POLICY, FINANCE AND ADMINISTRATION COMMITTEE** will be held in the Council Chamber, Parkside, Station Approach, Burton Street, Melton Mowbray on **Wednesday 10 July 2013 at 6.30 p.m.** at which your attendance is requested.

Yours faithfully

Lynn Aisbett
Chief Executive

A G E N D A

No.	Item
1.	APOLOGIES FOR ABSENCE
2.	MINUTES To confirm the minutes of the meeting held on 10 April 2013.
3.	DECLARATIONS OF INTEREST
4.	RECOMMENDATIONS FROM OTHER COMMITTEES
5.	UPDATE ON DECISIONS The Chief Executive to submit an update on decisions from previous meetings of the Committee.
6.	APPEAL AGAINST REFUSAL OF PLANNING APPLICATION 10/00951/FUL: ASFORDBY WIND FARM: COSTS AND FUNDING The Head of Regulatory Services to submit a report to update on progress with the appeal Inquiry, the resource implications and to seek additional funding for participation in the Public Inquiry in respect of the above planning application.

No.	Item
7.	<p>LEICESTERSHIRE WASTE PARTNERSHIP: PROGRESS ON STRATEGIC WORKING</p> <p>The Head of Regulatory Services to submit a report to update Members in regards to the outcome of the recently completed stage one investigation into strategic joint working opportunities and potential benefits in relation to the waste management services all the Districts and Boroughs in Leicestershire provide.</p>
8.	<p>SERVICE PLANS 2013-14</p> <p>The Head of Communities and Neighbourhoods to submit a report which provides Members with an opportunity to comment on, and agree Service Plans for 2013/14.</p>
9.	<p>AN UPDATE AND PROPOSED USE OF THE NEW HOMES BONUS (NHB) FOR REVENUE BUDGET PURPOSES</p> <p>The Head of Central Services to submit a joint report with the Head of Communities & Neighbourhoods to provide an update on the use of the NHB and to seek guidance from Members on the options for setting aside money from the NHB Reserve against items provided for in the revenue budget.</p>
10.	<p>REVENUE BUDGET 2012/13 - PROVISIONAL YEAR END POSITION</p> <p>The Head of Central Services to submit a report to</p> <ul style="list-style-type: none"> (a) provide Members with information on the provisional year end position subject to external audit approval for 2012/13; (b) provide Members with information on the implications for the Council's balances and reserves.
11.	<p>STATEMENT OF ACCOUNTS 2012/13</p> <p>The Head of Central Services to submit a report to provide the Statement of Accounts for 2012/13 for approval which have been prepared in accordance with the Audit Commission Act 1998 and the Accounts and Audit Regulations 2003 as amended by the Accounts and Audit (Amendments) Regulations 2004 and inform the Committee of the key issues within the accounts.</p>
12.	<p>ITEMS FOR APPROVAL UNDER FINANCIAL PROCEDURE RULES</p> <p>The Head of Central Services to submit a report to provide requests for approval of this Committee under Financial Procedure Rules and to provide information on amounts approved under delegated powers and to report the impact of these on the Council's reserves and balances.</p>
13.	<p>PENSION AUTO ENROLMENT</p> <p>The Head of Communications to submit a joint report with the Head of Central Services which outlines the introduction of the pension auto enrolment scheme for all staff in February 2014 with an option to postpone this date for a period of up to three months. For existing eligible staff there is the option to apply a transitional delay up to October 2017.</p>

No.	Item
14.	<p>TRANSFORMATIONAL CHANGE PROGRAMME</p> <p>The Strategic Director (KA) to submit a report on progress that has been made during Phase 1 of the Transformational Change Programme and to seek approval for the next stage of the programme so that resources can be released as appropriate.</p>
15.	<p>PARKSIDE UPDATE</p> <p>The Head of Central Services and the Corporate Property Officer to submit a joint report to provide an update on Parkside and associated matters.</p>
Appendix E - To Follow	
16.	<p>CORPORATE ISSUES</p> <p>The Chief Executive to submit a report to bring Members up to date with Corporate Activities and issues which have occurred in the intervening period since the last report.</p>
To Follow	
17.	<p>URGENT BUSINESS</p> <p>To consider any other items that the Chairman considers urgent.</p>
	<p>EXCLUSION OF THE PUBLIC</p> <p>RECOMMENDED that the Public be excluded during consideration of the following item of business in accordance with Part 1 of Schedule 12A of the Local Government Act 1972 (Access to Information: Exempt Information) under paragraph 3.</p>
18.	<p>PARKSIDE AND BURTON STREET UPDATE</p> <p>The Head of Central Services to update Members on exempt items relating to Parkside and associated matters.</p>

To : Councillors M.W. Barnes P.M. Posnett (VC)
M. Gordon J.B. Rhodes (C)
E. Hutchison J. Simpson
J. Moulding D.R. Wright
M. O'Callaghan J. Wyatt

Advice on Members' Interests

COUNCIL MEETINGS - COMMITTEE MINUTES : DECLARATION OF INTERESTS

Interests need not be declared at Full Council in relation to Committee Minutes which do not become the subject of debate at Full Council (ie. Minutes referred to solely on a page by page basis when working through the Minutes of each Committee.)

An interest must be declared at Full Council as soon as it becomes apparent that a relevant Committee Minute is to be debated – this applies even if an interest has been declared at Committee and is recorded in the Minutes of that Committee.

PERSONAL AND NON-PECUNIARY INTERESTS

If the issue being discussed affects you, your family or a close associate more than other people in the area, you have a personal and non pecuniary interest. You also have a personal interest if the issue relates to an interest you must register under paragraph 9 of the Members' Code of Conduct.

You must state that you have a personal and non-pecuniary interest and the nature of your interest. You may stay, take part and vote in the meeting.

PERSONAL AND PECUNIARY INTERESTS

If a member of the public, who knows all the relevant facts, would view your personal interest in the issue being discussed to be so great that it is likely to prejudice your judgement of the public interest and it affects your or the other person or bodies' financial position or relates to any approval, consent, licence, permission or registration then **you must state that you have a pecuniary interest, the nature of the interest and you must leave the room***. You must not seek improperly to influence a decision on that matter unless you have previously obtained a dispensation from the Authority's Governance Committee.

DISCLOSABLE PECUNIARY INTERESTS AND OTHER INTERESTS

If you are present at any meeting of the Council and you have a disclosable pecuniary interest in any matter to be considered or being considered at the meeting, if the interest is not already registered, you must disclose the interest to the meeting. You must not participate in the discussion or the vote and you must leave the room.

You may not attend a meeting or stay in the room as either an Observer Councillor or *Ward Councillor or as a member of the public if you have a pecuniary or disclosable pecuniary interest*.

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) then you should not take part in the decision-making process; you should leave the room. **You should state that your position in this matter prohibits you from taking part.** You may request permission of the Chair to address the meeting prior to leaving the room. The Chair will need to assess whether you have a useful contribution to make or whether complying with this request would prejudice the proceedings. A personal, pecuniary or disclosable pecuniary interest will take precedence over bias.

In each case above, you should make your declaration at the beginning of the meeting or as soon as you are aware of the issue being discussed.*

*There are some exceptions – please refer to paragraphs 13(2) and 13(3) of the Code of Conduct.