

4 October 2011

To : The Mayor and Members of Melton Borough Council

Dear Sir or Madam

You are summoned to a **MEETING OF THE COUNCIL** to be held at Parkside, Station Approach, Burton Street, Melton Mowbray, LE13 1GH on **Wednesday 12 October 2011 at 6.30 p.m.**

Yours faithfully

Lynn Aisbett
Chief Executive

AGENDA

Item No.	Item
1.	APOLOGIES FOR ABSENCE
2.	HONORARY ALDERMAN PRESENTATION CEREMONY The Mayor to present a scroll to Honorary Alderman Colin Orson Chapman in recognition of the Council's award for his eminent services to the Borough
3.	MINUTES (a) To confirm the Minutes of the Special Meeting of the Council held on 20 July 2011 (b) To confirm the Minutes of the Meeting of the Council held on 20 July 2011
4.	DECLARATIONS OF INTEREST Members to declare any interest as appropriate in respect of items to be considered at this meeting
5.	MAYOR'S ANNOUNCEMENTS Including update by the Young Mayor
6.	LEADER'S ANNOUNCEMENTS

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7.	<p>QUESTIONS BY MEMBERS OF THE PUBLIC The Leader and Chairmen of Policy Committees to answer any questions from the public of which notice has been given in accordance with Council Procedure Rule 9 of the Constitution.</p> <p>There are no questions received</p>
8.	<p>PETITIONS In accordance with Procedure Rule 24.1 and Part 2 of the Petitions Scheme, the Chief Executive shall report the receipt of a petition to the next meeting of the Council where there shall be no debate or comment thereon</p> <p>There are no petitions received</p>
9.	<p>RECOMMENDATIONS AND REPORTS FROM COMMITTEES (a) <u>Overview, Scrutiny and Audit Committee : 27 September 2011</u> <u>Minute OS28/11 : Future Delivery of the Audit Committee Function</u></p> <p><i>RECOMMENDED that</i></p> <p>(1) <i>the Full Council establish a separate Audit Committee reporting direct to them consisting of five members independent from the Policy Chairs, meeting three times per annum, and this be implemented from the start of the new Council year in May 2012;</i></p> <p>(2) <i>the proposed terms of reference for the Audit Committee be as set out below :-</i></p> <p style="padding-left: 40px;">(a) <i>To adopt the current responsibilities allocated to the OSA Committee in fulfilling its audit committee role; and</i></p> <p style="padding-left: 40px;">(b) <i>To review the financial statements, external auditor's opinion and reports to members and monitor management action in response to the issues;</i></p> <p>(3) <i>appropriate training be arranged for Members before the implementation date.</i></p> <p>The Council to consider the above recommendations</p> <p>(b) <u>Standards Committee : 26 July 2011</u> <u>Minute S4/11 : Annual Report of the Standards Committee</u></p> <p><i>RESOLVED that the Monitoring Officer be delegated authority in consultation with the Chairman to amend the report in line with Members comments for onward reporting to Full Council.</i></p> <p>Further to the decision of the Standards Committee, the report has been amended slightly in line with the Overview, Scrutiny and Audit Committee and Section 151 Officer's recommendations</p> <p>The Council to consider the above</p>



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10.	<p>QUESTIONS FROM MEMBERS</p> <p>(a) The Chairmen of Committees to answer any questions upon items of reports of Committees when those items are being received or under consideration by the Council in accordance with Council Procedure Rule 10.1 of the Constitution :-</p> <table data-bbox="341 421 1439 752"> <tr> <td>Standards Committee</td> <td>26 July 2011</td> </tr> <tr> <td>Development Committee</td> <td>28 July 2011</td> </tr> <tr> <td>Ad hoc Policy, Finance & Administration Committee</td> <td>3 August 2011</td> </tr> <tr> <td>Development Committee</td> <td>11 August 2011</td> </tr> <tr> <td>Rural, Economic & Environmental Affairs Committee</td> <td>7 September 2011</td> </tr> <tr> <td>Development Committee</td> <td>8 September 2011</td> </tr> <tr> <td>Community and Social Affairs Committee</td> <td>21 September 2011</td> </tr> <tr> <td>Overview, Scrutiny and Audit Committee</td> <td>27 September 2011</td> </tr> <tr> <td>Policy, Finance & Administration Committee</td> <td>28 September 2011</td> </tr> </table> <p>To follow</p> <p>(b) The Mayor, the Leader and the Chairmen of Committees to answer any questions on any matters in relation to which the Council has powers or duties or which affect the Borough of which due notice has been given in accordance with Council Procedure Rule 10.5</p> <p><u>(c) In accordance with Procedure Rule 10.5(a), the following question was received from Councillor O’Callaghan on 3 October 2011 :-</u> <i>‘How many outstanding standards cases are there? How long has each been going for? To date what is the cost of each of these both in terms of legal fees and also officers time (estimate)? When are they likely to be concluded?’</i></p> <p>The Leader to respond</p>	Standards Committee	26 July 2011	Development Committee	28 July 2011	Ad hoc Policy, Finance & Administration Committee	3 August 2011	Development Committee	11 August 2011	Rural, Economic & Environmental Affairs Committee	7 September 2011	Development Committee	8 September 2011	Community and Social Affairs Committee	21 September 2011	Overview, Scrutiny and Audit Committee	27 September 2011	Policy, Finance & Administration Committee	28 September 2011
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11.	<p>MOTION FROM COUNCILLORS O’CALLAGHAN AND MOULDING</p> <p>In accordance with Procedure Rule 11.1, the following motion was received on 3 October 2011 from Councillor O’Callaghan as proposer and Councillor Moulding as seconder :-</p> <p><i>‘This Council notes the number of reports and issues that have been discussed under reserved matters in the Council including; Waterfield Pool, Sainsbury’s development, Council Offices build, Cattle Market, Local Development Framework and Waste Management. Council believes that parts of some of these might have been separated out and discussed in public to ensure complete transparency and public engagement.</i></p> <p><i>Council resolves</i></p> <p><i>(1) to request officers to take more care in separating out reserved and open business at meetings.</i></p> <p><i>(2) to appoint a new monitoring officer at the next meeting a) who will not have responsibility for major projects and b) who will have a legal qualification.’</i></p>																		

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12.	<p>LEICESTERSHIRE DISTRICT COUNCILS' EQUALITY AND DIVERSITY PARTNERSHIP – SINGLE EQUALITY SCHEME</p> <p>The Head of Central Services to submit a report which updates the Council and seeks approval of the draft Leicestershire District Councils' Equality and Diversity Partnership – Single Equality Scheme 2011–2014</p>
13.	<p>TREASURY MANAGEMENT INVESTMENT STRATEGY</p> <p>The Head of Central Services to submit a report which outlines changes required to the 2011/12 Treasury Management Investment Strategy should the Council's balances for investment change significantly following receipt of a large capital sum</p>
14.	<p>RURAL, ECONOMIC AND ENVIRONMENTAL AFFAIRS COMMITTEE</p> <p>Due to the sudden and recent sad death of Councillor Nigel Angrave, (Chair of the Rural, Economic and Environmental Affairs Committee), the Leader to</p> <p>(a) request the Council's approval to appoint Councillor Orson to the role of Chair of that Committee with immediate effect;</p> <p>(b) advise that with regard to the vacancy on the Committee, the Conservative Group will advise its appointment in due course</p>
15.	<p>STANDARDS COMMITTEE : MEMBERSHIP</p> <p>Due to the sudden and recent sad death of Mr. Richard Putnam, (Parish Council Representative on the Standards Committee), the Monitoring Officer to</p> <p>(a) request the Council's approval to confirm Mr. John Machin to the role of Parish Council Representative with effect from 30 August 2011;</p> <p>(b) advise that Mr. Machin has already been involved in a selection process for the role with the Leicestershire and Rutland Association of Local Councils and has been attending training for this purpose</p>

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-PREJUDICIAL INTEREST

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-prejudicial interest. You also have a personal and non-prejudicial interest if the issue relates to an interest you must register.

You must state that you have a personal and non-prejudicial interest and the nature of your interest. You may stay, take part and vote in the meeting (*unless the interest is also prejudicial).

PERSONAL AND PREJUDICIAL INTEREST

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 personal and prejudicial 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 Standards Committee.

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 personal and prejudicial interest*.

BIAS AND PREDETERMINATION

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) or where you have given the impression that you have firmly and fixedly made up your mind on the issue prior to the meeting (predetermination) 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 and Prejudicial Interest will take precedence over Bias and Predetermination

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 the Code of Conduct and Guidance.