

**Please note that
this meeting will
be audio recorded**

2 February 2016

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 10 February 2016 at 6.30 p.m.**

Yours faithfully

Lynn Aisbett
Chief Executive

AGENDA

Item No.	Item
1.	APOLOGIES FOR ABSENCE
2.	MINUTES To confirm: (1) the minutes of the extraordinary meeting held on 8 December 2015; and (2) the minutes of the ordinary meeting held on 16 December 2015.
3.	DECLARATIONS OF INTEREST Members to declare any interest as appropriate in respect of items to be considered at this meeting.
4.	MAYOR'S ANNOUNCEMENTS
5.	LEADER'S ANNOUNCEMENTS
6.	PUBLIC QUESTION TIME 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. There are no questions received.

Item No.	Item
7.	<p>PETITIONS</p> <p>In accordance with Procedure Rule 24.1, 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>
8.	<p>RECOMMENDATIONS AND REPORTS FROM COMMITTEES</p> <p><u>(1) Policy, Finance & Administration Committee: 26 January 2016</u> <u>REVENUE AND CAPITAL BUDGET PROPOSALS 2016-17</u></p> <p>To refer the revenue and capital budget proposals 2016-17 as made at the Budget Away Day and considered by the Policy, Finance & Administration Committee to Full Council for approval.</p> <hr/> <p><u>(2) Community & Social Affairs Committee: 27 January 2016</u> <u>REVENUE BUDGET PROPOSALS 2016-17 - HOUSING REVENUE ACCOUNT (HRA)</u></p> <p>RECOMMENDED: That an average rent decrease of 1% for all Council dwellings for 2016-17 be approved with effect from 4 April 2016 and that when a property is re-let the rent continues to be brought into line with the Governments formula rent.</p> <hr/> <p><u>(3) Governance Committee:1 February 2016</u> <u>CONSTITUTION UPDATE 2015/16</u></p> <p>RECOMMENDED: That the Council adopts the following updates for adoption within the Constitution:</p> <p style="padding-left: 40px;"><u>(a) Head of Central Services – Change to existing Officer Delegation - 65</u> To increase the income threshold of this existing Officer Delegation from £10,000 per annum to £20,000 per annum and the amended delegation read as follows :-</p> <p style="padding-left: 40px;">‘To effect the taking or the grant, renewal, rent assignment, transfer, surrender review and termination of any leases, licences, easements, wayleaves, consents and rights in land or buildings, the income from which does not exceed £20,000 per annum or a premium payable does not exceed £20,000 per annum.’</p>

Item No.	Item
8. (3) cont./	<p><u>(b) Corporate Property Officer – Change to existing Officer Delegation - 1</u> To increase the income threshold of this existing Officer Delegation from £10,000 per annum to £20,000 per annum and the amended delegation read as follows :-</p> <p>‘To effect the taking or the grant, renewal, rent assignment, transfer, surrender review and termination of any leases, licences, easements, wayleaves, consents and rights in land or buildings, the income from which does not exceed £20,000 per annum or a premium payable does not exceed £20,000 per annum.’</p>
	<p><u>(c) Head of Communities and Neighbourhoods – New Officer Delegation</u> A new Officer Delegation for the Head of Communities and Neighbourhoods is needed in relation to the Wheels to Work scheme to allow the insurance excess charge to be waived in exceptional circumstances. The new delegation to read as follows :-</p> <p>‘In respect of the Wheels to Work scheme, to determine whether to waive the insurance excess charge in exceptional circumstances.’</p> <p><u>(d) Contract Procedure Rules : OJEU Thresholds</u> It be noted that the Head of Central Services had exercised her delegation for an amendment to the Contract Procedure Rules of the following revised OJEU thresholds which came into effect from 1 January 2016 and will apply for two years :-</p> <p>Goods and Services New threshold: £164,176 (was £172,514)</p> <p>Works New threshold: £4,104,394 (was £4,322,012)</p> <p>Light Touch (mainly care contracts) New threshold : £589,148</p> <p><i>(The report originally submitted to the Governance Committee on 1 February 2016 is re-circulated with this agenda.)</i></p>

Item No.	Item
9.	<p>QUESTIONS FROM MEMBERS</p> <p>In accordance with Procedure Rules 10.3 and 10.5, a Member may ask the Mayor, Leader or the Chairman of any committee or sub-committee, a question on any matter in relation to which the Council has powers or duties or which affects the Melton Borough.</p>
10.	<p>MOTIONS ON NOTICE</p> <p>Motions received in accordance with Procedure Rule 11.1</p> <p>No motions were received by the deadline.</p>
11.	<p>CAPITAL PROGRAMME 2016-17</p> <p>The Head of Central Services to submit a report to approve the Council's Capital Programme for 2016/17 for all funds and the sources from which that funding will be taken as proposed by the Strategic Planning Away Day held on 13 January 2016 and the Policy, Finance & Administration Committee.</p>
12.	<p>REVENUE BUDGET 2016-17 AND MEDIUM TERM FINANCIAL STRATEGY</p> <p>The Head of Central Services to submit a report which provides information on the budget issues facing the Council in 2016/17 and beyond, and seeks a decision on the level of the budget including growth and savings and agree the level of Council Tax for Borough Council purposes.</p>
13.	<p>PRUDENTIAL INDICATORS AND TREASURY MANAGEMENT STRATEGY</p> <p>The Head of Central Services to submit a report which outlines the Council's prudential indicators for 2016/17–2018/19 and sets out the expected treasury operations for this period.</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-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.