

**Please note :
This meeting will
be audio recorded**

14 July 2015

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 22 July 2015 at 6.30 p.m.**

Yours faithfully

Lynn Aisbett
Chief Executive

AGENDA

Item No.	Item
1.	APOLOGIES FOR ABSENCE
2.	MINUTES (a) To confirm the minutes of the meeting held on 22 April 2015 (b) To confirm the minutes of the Annual Meeting held on 21 May 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 Mayors Chosen Charities: (a) to receive Mr Darren Bicknell, Director of Belvoir Castle & Countryside Trust to give a short presentation on the work of the charity; (b) to receive Mr Mir Juma, Chief Executive of Emmaus Leicestershire & Rutland to give a short presentation on the work of the charity. To receive an update on the activities of the Young Mayor.

Item No.	Item
5.	LEADER'S ANNOUNCEMENTS
6.	<p>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.</p> <p>No questions were received.</p>
7.	<p>PETITIONS 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 a debate or comment thereon.</p> <p>No petitions were received.</p>
8.	<p>RECOMMENDATIONS AND REPORTS FROM COMMITTEES The Council to consider the following recommendations for approval:</p>
8(a)	<p><u>Governance Committee: 29 June 2015 – Minute G.13 Members Code of Conduct in Relation to Planning Matters</u></p> <p>RESOLVED to agree the changes to the Code of Conduct for Members dealing with Planning matters in respect of the Planning Committee as set out at Appendix A; and that the Full Council be asked to approve the relevant updates to the Constitution.</p> <p><i>A copy of Appendix A to the report previously circulated to the Governance Committee on 29 June 2015 has been re-circulated with this agenda</i></p>
8(b)	<p><u>Governance Committee: 29 June 2015 – Minute G.14 Constitution Updates 2015-16</u></p> <p>RESOLVED: that the following changes to the Constitution be approved and referred to the Full Council for adoption :-</p> <p>(1) the changes to the 'Arrangements for Site Inspections for Planning Applications' as set out in the report to the Planning Committee at Appendix A which sets out the proposed changes to Appendix 3 of the Site Inspections Protocol. This document sits within the Code of Conduct for Members and Officers dealing with Planning Matters;</p> <p>(2) a new Officer Delegation to the Head of Central Services in consultation with the Head of Communities and Neighbourhoods being item 73 as follows :-</p> <p><i>'In consultation with the Head of Communities and Neighbourhoods to adopt local business rate relief schemes, where it is in the interest of local businesses and the Council to do so, following guidance from Central Government'.</i></p>

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8(b) Cont.	<p>(3) a new Officer Delegation to the Head of Communities and Neighbourhoods being item 84 as follows :-</p> <p><i>'To approve the opening of additional toilet facilities for key events in the town centre as designated by Members or additional events where it is considered there is a need that should be filled through the council.'</i></p> <p>(4) a transfer of an Officer Delegation no. 17 from the Solicitor to the Council which as follows :-</p> <p><i>'17 To administer, effect and make all necessary decisions in respect of the Sale of Council Houses under the Right to Buy Scheme.'</i></p> <p>and transfer the above Officer Delegation to the Head of Communities and Neighbourhoods in consultation with the Solicitor to the Council and this be item 85 and read as follows :-</p> <p><i>'In consultation with the Solicitor to the Council to administer, effect and make all necessary decisions in respect of the Sale of Council Houses under the Right to Buy Scheme.'</i></p> <p><i>A copy of the report previously circulated to the Governance Committee on 29 June 2015 has been re-circulated with this agenda</i></p>
8(c)	<p><u>Governance Committee: 29 June 2015 – Minute G.11 A Town Area Committee for Melton Mowbray</u></p> <p>(2) The Constitution Part 3 - Delegation of Functions be amended to include specific delegations to the Town Area Committee together with amendments to the delegation to the Community and Social Affairs Committee as set out in Appendix 1 and 2 of this report.</p> <p><u>Policy, Finance & Administration Committee: 7 July 2015 : Minute P4 A Town Area Committee for Melton Mowbray</u></p> <p><u>RESOLVED</u></p> <p>(1) To propose to Full Council the establishment of a Town Area Committee for Melton Mowbray covering the Wards of Craven, Dorian, Egerton, Newport, Sysonby and Warwick;</p> <p>(2) The Constitution Part 3 – Delegation of Functions be amended to include specific delegations to the Town Area Committee together with amendments to the delegation to the Community and Social Affairs Committee as set out in Appendix 1 and 2 of this report;</p> <p>(3) A report be made to Policy, Finance and Administration Committee later in the year to assess the resources and the capacity needed to support the new Committee, and;</p>

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8(c) Cont	<p>(4) The Chair and Vice Chair special responsibility allowances be charged to the Special Expenses Account.</p> <p><i>A copy of the report previously circulated to <u>both</u> the Governance Committee on 29 June and Policy, Finance & Administration Committee on 7 July 2015 has been re-circulated with this agenda</i></p>																
9.	<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="341 698 1423 1025"> <tr> <td>Planning Committee</td> <td>23 April 2015</td> </tr> <tr> <td>Rural, Economic & Environmental Affairs Committee</td> <td>3 June 2015</td> </tr> <tr> <td>Planning Committee</td> <td>4 June 2015</td> </tr> <tr> <td>Community & Social Affairs Committee</td> <td>17 June 2015</td> </tr> <tr> <td>Ad Hoc Planning Committee</td> <td>22 June 2015</td> </tr> <tr> <td>Planning Committee</td> <td>25 June 2015</td> </tr> <tr> <td>Governance Committee</td> <td>29 June 2015</td> </tr> <tr> <td>Policy, Finance & Administration Committee</td> <td>7 July 2015</td> </tr> </table> <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>There are no questions received under Procedure Rule 10.5(a)</p>	Planning Committee	23 April 2015	Rural, Economic & Environmental Affairs Committee	3 June 2015	Planning Committee	4 June 2015	Community & Social Affairs Committee	17 June 2015	Ad Hoc Planning Committee	22 June 2015	Planning Committee	25 June 2015	Governance Committee	29 June 2015	Policy, Finance & Administration Committee	7 July 2015
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10.	<p>MOTIONS ON NOTICE</p> <p>No Motions were received in accordance with Procedure Rule 11.1</p>																
11.	<p>ANNUAL REPORT ON THE TREASURY MANAGEMENT ACTIVITIES AND ACTUAL PRUDENTIAL INDICATORS 2014-15</p> <p>The Head of Central Services to submit a report which provides a summary of the Treasury activities in 2014-15 and covers the actual position on the Prudential Indicators in accordance with the Prudential Code</p>																
12.	<p>THE LOCAL AUTHORITIES (STANDING ORDERS) (ENGLAND) (AMENDMENT) REGULATIONS 2015</p> <p>The Solicitor to the Council to submit a report which seeks amendment to the relevant sections of the Council's Constitution as required by the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015 ("2015 Regulations").</p>																

To
Follow

Item No.	Item
13.	<p>WASTE MANAGEMENT TASK GROUP MEMBERSHIP</p> <p>At its meeting on 3 June 2015, the Rural, Economic and Environmental Affairs Committee resolved the following :-</p> <p>RESOLVED that the Members of the Waste Task Group are; Councillor Orson, Sheldon, Botterill, de Burle, Hutchison, Culley. The Chairman stated that 1 more member would need to be found for this Task Group.</p> <p>Since that meeting, Councillor Graham has been nominated as the final member of the Waste Management Task Group. The Council is requested to note this position which will be reported to the next meeting of the Rural, Economic & Environmental Affairs Committee for formal approval.</p>
14.	<p>SPORTS, LEISURE & CULTURE WORKING GROUP TERMS OF REFERENCE</p> <p>The Sport, Leisure & Culture Working Group was established at the Annual Meeting of the Council and charged with the delivery of the Melton Sports & Leisure Village in Melton The project must integrate all points into a “whole” approach to include sport, leisure & culture The Working Group will report to Full Council who will make the major decisions as set out below in the proposed Terms of Reference.</p> <p>It is anticipated that the Working Group produce for recommendation to Full Council a comprehensive Business Case to deliver the Sports & Leisure Village to deliver the outcomes sought.</p> <p>The Council is asked to approve the following Terms of Reference for the Working Group:</p> <ul style="list-style-type: none"> • To recommend to Full Council a comprehensive Business Case for the delivery of the Melton Sports & Leisure Village. • To determine the most effective and efficient procurement for the Design, Build, Operate & Manage (DBOM process. • To oversee and coordinate current service improvements and enhancement, to include relevant events whilst developing the Business Case working in partnership with SLM (Management Contractor ‘Everyone Active’) • To oversee the discussions with Sporting National Governing Bodies (NGB’s) and other potential funders leading to relevant bids for funding and other applications. • To effectively oversee and build good relationships with current users and future users of the facility and coordinate the development of appropriate agreements in line with the development of the Sports & Leisure Village.

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14. Cont.	<ul style="list-style-type: none"> • To make recommendations for implementation of the phases of the Project. • To ensure that all development options are aligned to National, Regional and sub-regional strategies and policies. • To make regular updates and monitoring reports to the Full Council and other partners as required.
15. To Follow	<p>MELTON LOCAL PLAN EVIDENCE UPDATE</p> <p>The Head of Regulatory Services to submit a report which seeks approval for a number of technical evidence base documents for use in informing the preparation of the Preferred Options (Draft Local Plan) scheduled for public consultation in October 2015.</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.