

Please note:  
There will be a Melton and Oakham Waterways Society (MOWS) briefing for Members in Council Chamber 1 from 5:30-6pm on the day of this committee.

30<sup>th</sup> August 2013

Dear Sir or Madam

A Meeting of the **COMMUNITIES AND SOCIAL AFFAIRS COMMITTEE** will be held at the **Council Chamber 1**, Parkside on **Wednesday 18<sup>th</sup> September 2013 at 6:30p.m.** at which your attendance is requested.

Yours faithfully

Lynn Aisbett  
Chief Executive

## A G E N D A

No.	Item				
1.	<b>APOLOGIES FOR ABSENCE</b>				
2.	<b>MINUTES</b> To confirm the Minutes of the last meeting of the Committee on 19 <sup>th</sup> June 2013.				
3.	<b>DECLARATIONS OF INTEREST</b>				
4.	<b>RECOMMENDATIONS FROM OTHER COMMITTEES</b>				
5.	<b>UPDATE ON DECISIONS</b> The Head of Communities and Neighbourhoods to submit an update on decisions from previous meeting of the committee.				
6.	<b>TASK GROUP</b> It is proposed that a Housing Foyer Task Group be re-established.				
	<table border="1" style="width: 100%;"> <thead> <tr> <th style="text-align: left;">Task Group</th> <th style="text-align: left;">Terms of Reference</th> </tr> </thead> <tbody> <tr> <td>Housing Foyer Task Group</td> <td>To recommend to the Communities and Social Affairs Committee a feasible business case for the development of a Housing Foyer Scheme in Melton</td> </tr> </tbody> </table>	Task Group	Terms of Reference	Housing Foyer Task Group	To recommend to the Communities and Social Affairs Committee a feasible business case for the development of a Housing Foyer Scheme in Melton
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7.	<p><b>BUDGET MONITORING- APRIL TO JUNE 2013</b></p> <p>The Head of Central Services to submit a report to provide Members with information on actual expenditure and income incurred on this Committee's services compared to the latest approved budget for the period 1<sup>st</sup> April 2013 to 30<sup>th</sup> June 2013</p>
8.	<p><b>HRA BUDGET MONITORING- APRIL TO JUNE 2013</b></p> <p>The Head of Central Services to submit a report to provide Members with information on actual expenditure and income incurred on the Housing Revenue Account (HRA), compared to the latest approved budget for the period 1<sup>st</sup> April 2013 to 30<sup>th</sup> June 2013.</p>
9.	<p><b>CAPITAL PROGRAMME MONITORING- 30TH AUGUST 2013</b></p> <p>The Head of Central Services to submit a report to update Members on the progress of schemes within the Capital Programme to 31 August 2013.</p>
10.	<p><b>REVIEW OF FEES AND CHARGES</b></p> <p>The Head of Central Services to submit a report to provide information on the various fees and charges that are made by this committee</p>
11.	<p><b>HRA REVIEWS OF FEES AND CHARGES</b></p> <p>The Head of Central Services to submit a report to provide information on the various fees and charges that are made by this committee for the HRA.</p>
12.	<p><b>FUEL POVERTY AND GREEN DEAL FUNDING FROM DECC</b></p> <p>The Head of Regulatory Services and The Head of Communities &amp; Neighbourhoods to submit a joint report to update Members on the Department of Energy &amp; Climate Change (DECC) funding for the Leicestershire Authorities to funding to roll out Fuel Poverty initiatives and Green Deal.</p>
13.	<p><b>SUPPLEMENTARY ESTIMATE FOR 'WORK IN DEFAULT'</b></p> <p>The Head of Regulatory Services to submit a report to inform Members of an emergency 'work in default' carried out with regards to a filthy &amp; verminous premise occupied by a vulnerable householder.</p>
14.	<p><b>CEMETERY REVIEW</b></p> <p>The Head of Communities and Neighbourhoods to present a report to provide members with a general update and overview of the current cemetery service.</p>
15.	<p><b>COMMUNITY GARDEN LICENCE EXTENSION</b></p> <p>The Head of Communities and Neighbourhoods to present a report to provide an update on the progress of the 'Melton Grow Your Own' community garden project and seek Members support for renewing/extending their licence.</p>
16.	<p><b>MELTON CHILDRENS CENTRE OFSTED INSPECTION.</b></p> <p>The Head of Communities and Neighbourhoods to submit a report outlining the outcome of the Melton Children's Centre Service Ofsted inspection and to seek Members approval of an improvement plan in response to the inspection findings.</p>
17.	<p><b>WATERFIELD LEISURE CENTRE UPDATE AND CHARGES.</b></p> <p>The Head of Communities and Neighbourhoods to submit a report asking Members to note the impact following full refurbishment of Waterfield Leisure Centre and members approve the Charges proposed for 2014/15.</p>
18.	<p><b>URGENT BUSINESS</b></p> <p>To consider any other items that the Chairman considers urgent.</p>

To : Councillors

P.M CHANDLER  
M.C.R.GRAHAM MBE  
S. LUMLEY  
V.J. MANDERSON (VICE CHAIRMAN)  
J. MOULDING

P.M POSNETT  
B. RHODES  
M. TWITTEY  
D.R. WRIGHT (CHAIRMAN)  
L. HORTON

## 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.