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To: All Members of the Borough Council

You are requested to attend the meeting of the Charnwood Borough Council to be held via virtual meeting Zoom on 29th June 2020 at 6.30 pm for the following business.

Chief Executive

Southfields
Loughborough

19th June 2020

AGENDA

1. APOLOGIES

2. APPOINTMENT OF MAYOR

To appoint a Mayor of the Borough of Charnwood for the Council year 2020/21.

3. VOTE OF THANKS TO RETIRING MAYOR

4. APPOINTMENT OF DEPUTY MAYOR

To appoint a Deputy Mayor of the Borough of Charnwood for the Council year 2020/21.

5. DISCLOSURES OF PERSONAL AND PECUNIARY INTEREST

6. MINUTES OF THE PREVIOUS MEETING

4 - 15

To confirm the minutes of the Council meeting held on 24th February 2020.

7. POLITICAL BALANCE AND APPOINTMENTS TO COMMITTEES FOR 2020/21 16 - 22

To determine the political balance of the Council's committees and to appoint members, Chairs and Vice-chairs (where applicable).

8. MEMBERSHIP OF THE CABINET AND DELEGATION OF EXECUTIVE FUNCTIONS 2020/21

To inform Council of Cabinet membership and responsibilities for 2020/21, together with details of the delegation of Executive functions. Report of the Chief Executive to follow.

9. EXTENSION OF APPOINTMENT OF INDEPENDENT PERSONS 23 - 24

To consider a report of the Monitoring Officer recommending the extension for a further year, the period of office to the current Independent Persons.

10. TIMETABLE FOR COUNCIL AND COMMITTEE MEETINGS AND MEMBER TRAINING DAYS FOR 2020/21 AND 2022. 25 - 32

To consider a report of the Chief Executive, setting out a proposed timetable for Council and committee meetings and designated member training days for the next two Council years.

11. ANNOUNCEMENTS

To receive announcements as follows:

11.1 MAYOR'S ANNOUNCEMENTS To receive announcements from the Mayor (if any).

11.2 CHIEF EXECUTIVE'S ANNOUNCEMENTS To receive announcements from the Chief Executive (if any).

FORTHCOMING SCHEDULED MEETINGS OF COUNCIL

Council Meeting Date	Deadline Date and Time for Councillors to submit Questions on Notice (under Full Council Procedure 9.9(a)), Requests for Position Statements (under Full Council Procedure 9.10) and Motions on Notice (under Full Council Procedure 9.11(a))
7th September 2020	26th August 2020
9th November 2020	30th November 2020

18th January 2021	8th January 2021
22nd February 2021	12th February 2021
26th April 2021	16th April 2021
17th May 2021	Annual Council – No Questions on Notice, Position Statements and Motions on Notice

Councillors, please send your question, request for position statement or motion on notice to:

Karen Widdowson, Democratic Services Manager
Council Offices, Southfield Road, Loughborough, LE11 2TX
Email: democracy@charnwood.gov.uk

CHARNWOOD BOROUGH COUNCIL

**MEETING OF THE CHARNWOOD BOROUGH COUNCIL
HELD IN
THE PRESTON ROOM, WOODGATE CHAMBERS, WOODGATE,
LOUGHBOROUGH
ON 24TH FEBRUARY 2020**

PRESENT

The Mayor (Councillor Seaton)
The Deputy Mayor (Councillor Snartt)

Councillor Bailey	Councillor Howe
Councillor Baines	Councillor Hunt
Councillor Barkley	Councillor Lowe
Councillor Bentley	Councillor Mercer
Councillor Boldrin	Councillor Miah
Councillor Bolton	Councillor Morgan
Councillor J. Bradshaw	Councillor Murphy
Councillor S. Bradshaw	Councillor Needham
Councillor Brennan	Councillor Pacey
Councillor Campsall	Councillor Parsons
Councillor Capleton	Councillor Poland
Councillor Charles	Councillor Popley
Councillor Draycott	Councillor Radford
Councillor Forrest	Councillor Ranson
Councillor Fryer	Councillor Rattray
Councillor Gerrard	Councillor Rollings
Councillor Goddard	Councillor Shepherd
Councillor Grimley	Councillor Smidowicz
Councillor Hadji-Nikolaou	Councillor Tassell
Councillor Hamilton	Councillor Taylor
Councillor Harper-Davies	Councillor Tillotson
Councillor C. Harris	Councillor Ward
Councillor K. Harris	

Honorary Aldermen R Shields and Day

100. APOLOGIES

Apologies for absence had been received from Councillors Bokor, Brookes, Paling, Parton and Savage, and Honorary Aldermen Bush, Stott and Tormey.

101. DISCLOSURES OF PECUNIARY AND PERSONAL INTERESTS

The Mayor drew Councillors' attention to Section 106 of the Local Government Finance Act 1992 required that a Councillor who owed arrears of Council Tax which had been outstanding for more than two months must declare that at any Council

meeting which considered the setting of a budget and the Council Tax, and that they should not vote on those matters.

In addition it was noted that it is a requirement of the Council's Code of Conduct for Members that the existence and nature of all personal interests must be disclosed. Therefore, in the case of item 6.1 on the agenda, 2020/21 Special Expenses and General Fund and HRA Revenue Budgets, it is suggested that members of precepting authorities declare such interests. (For example, this would relate to members of Leicestershire County Council, the Combined Fire Authority and Parish and Town Councils).

The following disclosures of pecuniary and personal interests were made:

- i. by Councillor Barkley - a personal interest in item 6.1 on the agenda (2020/21 Special Expenses and General Fund and HRA Revenue Budgets) as a member of Leicestershire County Council and as Chairman of Syston Town Council.
- ii. by Councillor Bentley – a personal interest in item 6.1 on the agenda (2020/21 Special Expenses and General Fund and HRA Revenue Budgets) as a member of Leicestershire County Council and the Combined Fire Authority.
- iii. by Councillor Charles – a personal interest in item 6.1 on the agenda (2020/21 Special Expenses and General Fund and HRA Revenue Budgets) as a member of Thurcaston and Cropston Parish Council.
- iv. by Councillor Forrest – a personal interest in item 6.1 on the agenda (2020/21 Special Expenses and General Fund and HRA Revenue Budgets) as the Chair of Barrow Upon Soar Parish Council.
- v. by Councillor Fryer – a personal interest in item 6.1 on the agenda (2020/21 Special Expenses and General Fund and HRA Revenue Budgets) as a member of Leicestershire County Council.
- vi. by Councillor Gerrard – a personal interest in item 6.1 on the agenda (2020/21 Special Expenses and General Fund and HRA Revenue Budgets) as a member of East Goscote Parish Council and Syston Town Council.
- vii. by Councillor Howe – a personal interest in item 6.1 on the agenda (2020/21 Special Expenses and General Fund and HRA Revenue Budgets) as a member of Birstall Parish Council.
- viii. by Councillor Lowe – a personal interest in item 6.1 on the agenda (2020/21 Special Expenses and General Fund and HRA Revenue Budgets) as a member of Thurmaston Parish Council.
- ix. by Councillor Miah – a personal interest in item 6.1 on the agenda (2020/21 Special Expenses and General Fund and HRA Revenue Budgets) as a member of Leicestershire County Council.
- x. by Councillor Morgan – a personal interest in item 6.1 on the agenda (2020/21 Special Expenses and General Fund and HRA Revenue Budgets) as a member of Leicestershire County Council.
- xi. by Councillor Needham – a personal interest in item 6.1 on the agenda (2020/21 Special Expenses and General Fund and HRA Revenue Budgets) as a member of East Goscote Parish Council.
- xii. by Councillor Pacey – a personal interest in item 6.1 on the agenda (2020/21 Special Expenses and General Fund and HRA Revenue Budgets) as a member of Syston Town Council.

- xiii. by Councillor Poland – a personal interest in item 6.1 on the agenda (2020/21 Special Expenses and General Fund and HRA Revenue Budgets) as a member of Leicestershire County Council and the Combined Fire Authority.
- xiv. By Councillor Poland – a personal interest in item 6.1 on the agenda (2020/21 Special Expenses and General Fund and HRA Revenue Budgets) as his wife is a member of Thurmaston Parish Council.
- xv. By Councillor Poland – a personal interest in item 8.1 on the agenda (Community Safety Partnership and Crime) as an employee of Leicestershire Police.
- xvi. by Councillor Popley – a personal interest in item 6.1 on the agenda (2020/21 Special Expenses and General Fund and HRA Revenue Budgets) as a member of Shepshed Town Council.
- xvii. by Councillor Radford – a personal interest in item 6.1 on the agenda (2020/21 Special Expenses and General Fund and HRA Revenue Budgets) as a Member of Leicestershire County Council and Shepshed Town Council.
- xviii. by Councillor Ranson – a personal interest in item 6.1 on the agenda (2020/21 Special Expenses and General Fund and HRA Revenue Budgets) as a member of Barrow Upon Soar Parish Council.
- xix. by Councillor Seaton – a personal interest in item 6.1 on the agenda (2020/21 Special Expenses and General Fund and HRA Revenue Budgets) as a member of Leicestershire County Council and Thurmaston Parish Council.
- xx. by Councillor Shepherd – a personal interest in item 6.1 on the agenda (2020/21 Special Expenses and General Fund and HRA Revenue Budgets) as a member of Leicestershire County Council and the Combined Fire Authority.
- xxi. by Councillor Tassell – a personal interest in item 6.1 on the agenda (2020/21 Special Expenses and General Fund and HRA Revenue Budgets) as the Chair of Shepshed Town Council.
- xxii. by Councillor Taylor – a personal interest in item 6.1 on the agenda (2020/21 Special Expenses and General Fund and HRA Revenue Budgets) as a member of Leicestershire County Council.

102. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of Council held on 20th January 2020 were confirmed and signed.

103. ANNOUNCEMENTS

104. MAYOR'S ANNOUNCEMENTS

The Mayor made no announcements.

105. LEADER'S ANNOUNCEMENTS

The Leader made the following announcements:

“Madam Mayor, I am pleased to announce that Charnwood, amongst other partners in the region, has been successful in achieving the Leicester, Leicestershire & Rutland Lesbian, Gay, Bi-Sexual and Transgender (LGBT) + Inclusion Award. This award, which was administered and verified by the Leicester LGBT+ Centre, aims to provide

visible recognition for organisations across the region for their commitment to Lesbian, Gay, Bisexual & Transgender inclusive practices. Councillor Poland as Lead Member for Equalities will be presented with our award tomorrow, at an event hosted at De Montfort University.”

“Charnwood, as a Borough, has a diverse population and as a result of this we recognise that our residents, customers and employees have very different backgrounds and life experiences. We therefore aim to ensure that we continue to provide services and facilities that meet the varying needs of our residents and that, as an employer, we achieve fair recruitment and provide a work environment that is free from discrimination.”

The Leader congratulated the Right Honourable, The Baroness Morgan of Cotes on her appointment and acknowledged the substantial contribution that she had made to Loughborough and its residents as Loughborough MP. The Leader also congratulated her successor, Jane Hunt MP, on her appointment of Parliamentary Private Secretary to the Cabinet Office, and stated that he looked forward to the continuation of the positive work.

106. CHIEF EXECUTIVE'S ANNOUNCEMENTS

The Chief Executive made no announcements.

107. PETITIONS

No petitions were submitted.

108. BUSINESS RESERVED TO COUNCIL

109. GENERAL FUND AND HRA REVENUE BUDGETS AND COUNCIL TAX 2020-21

A report of the Cabinet, setting out the proposed General Fund and HRA Revenue Budgets for 2020/21 along with the proposed Council Tax Levy, and the 2020/21 proposals to increase rent and service charges within the ring-fenced Housing Revenue Account, was submitted (item 6.1 on the agenda filed with these minutes).

Following confirmation from major preceptors regarding their precepts, the full Council Tax Recommendations, which the Council had to consider in order to set a Council Tax Levy and General Fund and HRA Revenue Budgets for 2020/21, were circulated (item 6.1 supplementary report filed with these minutes).

Councillors were reminded that it was a legal requirement that all votes taken on this item, including votes on amendments must be recorded votes.

It was proposed by Councillor Barkley and seconded by Councillor Rollings that recommendations 1 to 17 outlined in the supplementary report of the Cabinet be approved for reasons 1 to 17 in that report.

For the motion – Councillors Bailey, Baines, Barkley, Bentley, S Bradshaw, Campsall, Capleton, Charles, Fryer, Gerrard, Grimley, Hadji-Nikolaou, Harper-Davies, Howe,

Hunt, Lowe, Mercer, Morgan, Murphy, Pacey, Parsons, Poland, Popley, Radford, Ranson, Rattray, Rollings, Seaton, Shepherd, Smidowicz, Snartt, Tassell and Taylor.

Against the motion – Councillors Boldrin, Bolton, J Bradshaw, Brennan, Draycott, Forrest, Goddard, Hamilton, C Harris, K Harris, Miah, Tillotson and Ward.

Abstentions – Councillor Needham.

RESOLVED that the Council adopts recommendations 1-17 as set out in the supplementary report of the Cabinet.

Reason

To enable the Council to adopt a General Fund Revenue Budget, a Housing Revenue Account (HRA) Budget and a Council Tax levy for 2020/21 in line with legislative requirements.

110. CAPITAL STRATEGY, INCLUDING TREASURY MANAGEMENT STRATEGY, ANNUAL INVESTMENT STRATEGY AND MINIMUM REVENUE PROVISION POLICY 2020/21

A report of the Cabinet to set out a Capital Strategy, the Treasury Management Strategy Statement, the Annual Investment Strategy and Minimum Revenue Provision (MRP) Policy for 2020/21, together with changes to the Council's Financial Regulations and other elements of the Constitution necessary to enable delivery of the Investment Strategy, for consideration and approval, was submitted (item 6.2 on the agenda filed with these minutes).

A supplementary report of the Strategic Director of Corporate Services was later circulated to set out revised recommendations in respect of this item. (item 6.2 supplementary report filed with these minutes).

In response to concerns raised about the blanket exemption of the Scrutiny Call-in procedure for decisions relating to the acquisition of commercial properties, it was explained that the Chair of the Scrutiny Commission had been fully briefed and supported the approach, which was no dissimilar to the acquisition of properties under the HRA. It was further noted that the approach had been selected for pre-decision scrutiny at the meeting of the Commission on 9th March 2020.

It was proposed by Councillor Barkley, seconded by Councillor Morgan, and

RESOLVED

1. that the Capital Strategy (including Treasury Management Strategy) 2019/20, approved by Council on 25th February 2019, and the current Investment Strategy, approved by Council on 4th November 2019, be extended until superseded by a new strategy;

2. that the proposed changes to the Constitution, set out in the appendix to this report and recommended by Cabinet on 13th February 2020, be approved, with immediate effect.

Reasons

1. To allow scrutiny of the Capital Strategy (including the Treasury Management Strategy) 2020/21 by the Audit Committee prior to its approval by Council.
2. To enable the efficient and timely execution of the Investment Strategy incorporated within the overall Capital Strategy.

111. NEW CAPITAL PLAN 2020-21 TO 2022-23

A report of the Cabinet setting out a new Capital Plan 2020/21 to 2022/23 and sources of funding was submitted for consideration and approval (item 6.3 on the agenda filed with these minutes).

It was proposed by Councillor Barkley, seconded by Councillor Gerrard and

RESOLVED that the new Capital Plan for 2020/21 to 2022/23 for the General Fund and HRA schemes, set out in Appendix 1 to the report of the Head of Finance and Property Services, was approved.

Reason

So that the new Capital Plan becomes the basis for capital spending by the Council for the next 3 years.

112. CORPORATE PLAN 2020-2024

A report of the Cabinet to consider a Corporate Plan for 2020-2024 was submitted (item 6.4 on the agenda filed with these minutes).

In considering this item it was acknowledged that the Residents Survey 2019 had not been supplied as an appendix to the report and it was suggested that Councillors may find it beneficial to have this circulated to them.

It was proposed by Councillor Morgan, seconded by Councillor Barkley, and

RESOLVED

1. That the new Corporate Strategy 2020-2024 attached to the report of the Chief Executive (attached as an Annex) be approved.
2. That delegated authority be given to the Chief Executive, in consultation with the Leader, to make minor amendments to the Plan.
3. That delegated authority be given to the Chief Executive, in consultation with the Leader, to design the final document for publication.

4. That the Corporate Plan be renamed the Corporate Strategy.

Reasons

1. To enable the draft Corporate Plan to set out the direction for the Council for the period 2020-2024.
2. To allow minor corrections and amendments to be made in a timely manner prior to publication.
3. To ensure that a designed version of the Corporate Plan can be developed for public circulation.
4. To ensure the consistency in all strategies of the Council.

113. REPORT OF THE INDEPENDENT REMUNERATION PANEL (IRP) IN RESPECT OF ALLOWANCES PAID TO MEMBERS OF CHARNWOOD BOROUGH COUNCIL FOR 2020/21

A report of the Chief Executive enabling the Council to consider the findings and the recommendations of the Independent Remuneration Panel in respect of allowances paid to members of Charnwood Borough Council (attached as Appendix A to the report) and the Scheme of Members' Allowances for 2020/21 (attached as Appendix B to the report), and to seek re-appointment of two members of the Panel was submitted (item 6.5 on the agenda filed with these minutes).

It was proposed by Councillor Poland, seconded by Councillor Fryer, and

RESOLVED

1. That the recommendations of the Independent Remuneration Panel, submitted in accordance with the Local Authorities (Members' Allowances) (England) Regulations 2003 as set out in Appendix A be noted and that the proposed Scheme of Members' Allowances for the 2020/21 financial year, as set out at Appendix B to the report, be adopted.
2. That the re-appointments of the following Panel members be confirmed for further four year periods as follows:
 - Mr Paul Smith (up to and including 2023/24)
 - Mr Patrick Cleere (up to and including 2024/25).

Reasons

1. To ensure compliance with the Local Authorities (Members' Allowances) (England) Regulations 2003.
2. To extend the appointments to the Panel for the two relevant Panel members for a further four years each, based on their original appointment dates.

114. APPOINTMENT OF A CO-OPTED PARISH MEMBER OF THE MEMBER CONDUCT COMMITTEE

A report of the Monitoring Officer, enabling the Council to make an appointment of a co-opted parish member of the Member Conduct Committee to fill a vacancy was submitted (item 6.6 on the agenda filed with these minutes).

In considering this item, the Chair of the Member Conduct Committee took the opportunity to thank the previous parish representative, Dennis Marchant, for his work on the Member Conduct Committee up until his recent resignation.

It was proposed by Councillor Tassell, seconded by Councillor Murphy and

RESOLVED that Councillor Eric Ellingworth, a member Barrow Upon Soar Parish Council, be appointed as a non-voting co-opted parish member of the Member Conduct Committee until 24th June 2023 or until he ceases to be a parish councillor, whichever is the sooner.

Reason

To fill a vacancy on the Committee which provides the opportunity for parish/town councillors to contribute to the work of the Committee.

115. CALL-IN REFERENCES

There were no call-in references from Scrutiny.

116. POSITION STATEMENTS

117. THE COMMUNITY SAFETY PARTNERSHIP AND CRIME

The Conservative Group had requested that a position statement regarding the Community Safety Partnership and Crime be presented at the meeting. The Leader had given notice of the position statement (item 8.1 on the agenda filed with these minutes).

The position statement was introduced by Councillor Taylor. She outlined the successes of the Community Safety Partnership and emphasized the significance of the collaborative structure.

A number of Councillors praised the Partnership and stated that they had seen the positive impact of the work undertaken in the community. Inspector Mark Botte, Commander for Charnwood Neighbourhood Policing Area was specifically commended for his substantial contribution to the reduction of crime in Charnwood. Response times from the Police were quick and engagement with the Community had improved. An increase in visible Policing across the Borough provided an increased sense of safety and confidence for residents.

Councillor Taylor stated that the increase in hate crime reports meant that the public were more confident in reporting this type of crime. In order for the Police and the Community Safety Partnership to understand hate crime and the solutions to overcome it, there was a need for incident reporting. Councillor Taylor also confirmed that she was liaising with the Deputy Chief Constable at Leicestershire Police in order to make preparations for the release of offenders associated with Operation Lionheart.

Councillor Miah stated that the work of the Community Safety Partnership was reviewed at the Neighbourhoods and Community Wellbeing Scrutiny Committee on a six-monthly basis.

118. COMBINED AUTHORITIES

The Labour Group had requested that a position statement regarding Combined Authorities be presented at the meeting. The Leader had given notice of the position statement (item 8.2 on the agenda filed with these minutes).

The position statement was introduced by Councillor Morgan. He outlined the detail of a letter recently circulated regarding devolution and the collaboration between Charnwood Borough Council and neighbouring Councils.

Councillor Miah stated that he was in support of the agreement and believed that it would provide an opportunity to make savings while retaining the identity of Charnwood Borough Council.

119. MOTIONS ON NOTICE

No motions on notice had been submitted.

120. QUESTIONS ON NOTICE

The questions on notice and the responses of the Leader or his nominee were submitted (item 10 on the agenda filed with these minutes).

121. LITTER AND DOG BINS POLICY

Councillor Radford thanked the Leader Member and Officers for the response but stated that she was already aware of the Litter and Dog Bins Policy 2011. She stated that some dog bins were not in the most appropriate places and this resulted in littering. She believed that the cost of installing dog litter bins in specific places would be cheaper than the cost of the cleaning currently required.

Councillor Harper-Davies responded by requesting further detail on the requirements of dog litter bins in the area referred to by Councillor Radford.

122. TREE POLICY

Councillor Radford thanked the Lead Member and Officers for the response and stated that she was aware of a tree that required an inspection and that this had not been undertaken despite the issue being reported.

Councillor Harper-Davies responded by requesting further information on the specific tree being referred to and that she would ensure an inspection took place.

123. EMPTY HOMES REMIT

Councillor Parton was not present at the meeting and so was unable to ask a supplementary question or make a supplementary statement.

124. TOWN DEAL BOARD WORK PLAN

Councillor Parton was not present at the meeting and so was unable to ask a supplementary question or make a supplementary statement.

125. CHARNWOOD COMMUNITY GRANTS

Councillor Parton was not present at the meeting and so was unable to ask a supplementary question or make a supplementary statement.

126. INVESTMENT IN FOSSIL FUELS

Councillor Needham thanked the Lead Member and Officers for the response and stated that there were indirect associations with fossil fuels. Charnwood Borough Council's pension fund was administered by Leicestershire County Council, which had around £160 million invested in fossil fuels and related industries. She enquired whether the Council would ask Leicestershire County Council to divest these assets, as the fossil fuels industry was becoming increasingly redundant.

Councillor Rollings responded by stating that the Council had no direct control over pensions administration and the investments that Leicestershire County Council were involved in. He highlighted that the Council was dedicated to carbon neutrality and invited Councillor Needham to further discuss the matter with him.

127. HASTINGS WARD PEOPLE ZONE

Councillor Draycott thanked the Lead Member and Officers for the response and asked whether they had considered applying for grants and researching other opportunities to provide funding for the extension of the Marios Tinenti Centre.

Councillor Taylor responded by requesting that Councillor Draycott supplied information on the funding opportunities she had identified. However, she stated that as a Local Authority, the Council would not be eligible to apply for some grants.

128. LAND AT MOOR LANE, LOUGHBOROUGH

Councillor Draycott thanked the Lead Member and Officers for the response but highlighted the inconvenience to residents the situation currently causes. She enquired whether the residents affected would be entitled to a reduction in their Council Tax as some services, such as waste collection, were disrupted.

Councillor Morgan responded by stating that the road had not been adopted by Leicestershire County Council Highways and in its current condition was not suitable for refuse lorries to use due to safety concerns. The Council had ensured that there were waste collection points available to the residents of the area.

129. CHARNWOOD NEWS DISTRIBUTION

Councillor Keith Harris thanked the Lead Member and Officers for the response and stated that he was satisfied that a review of distribution would take place imminently.

130. MINUTE REFERENCES

There were no minute references.

131. URGENT EXECUTIVE DECISIONS EXEMPTED FROM CALL-IN

132. ACQUISITION OF PROPERTIES

A report of the Chief Executive, informing the Council of an urgent decision made by the Cabinet that was exempted from call-in in accordance with Scrutiny Committee Procedure 11.9, was submitted (item 12 on the agenda filed with these minutes).

133. DELEGATION OF AN EXECUTIVE FUNCTION - PARTICIPATING IN THE UK RESETTLEMENT SCHEME

A report of the Chief Executive to inform Council of a delegation of an Executive function confirming the Council's participation in the UK Resettlement Scheme (item 13 on the agenda filed with these minutes).

Councillor Morgan confirmed that the scheme was agreed across the Leicestershire districts and that a balance had been identified in terms of providing a solution that is suitable for Charnwood.

134. NOMINATION OF DEPUTY MAYOR ELECT FOR 2020/21

It was proposed by Councillor Morgan, seconded by Councillor Miah and

RESOLVED that Councillor Baines be nominated as Deputy Mayor Elect for the 2020/21 Council year.

Reason

To ensure that a nomination was made for Deputy Mayor of the Borough for 2020/21.

135. NOMINATION OF MAYOR ELECT FOR 2020/21

It was proposed by Councillor Morgan, seconded by Councillor Miah and

RESOLVED that Councillor Snartt be nominated as Mayor Elect for the 2020/21 Council year.

Reason

To ensure that a nomination was made for the Mayor of the Borough for 2020/21.

136. APPOINTMENTS TO COMMITTEES

There were no proposals to consider.

Note:

These minutes are subject to confirmation as a correct record at the next meeting of the Council which is scheduled for Monday 27th April 2020.

COUNCIL – 29TH JUNE 2020

Report of the Chief Executive

ITEM 7 POLITICAL BALANCE AND APPOINTMENT TO COMMITTEES
FOR 2020/21

Purpose of Report

1. To consider the political balance of the Council's committees for 2020/21 in accordance with the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990.
2. To consider appointments to committees (including Chairs and Vice-chairs where applicable) for 2020/21 in accordance with the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990.
3. To consider other appointments as required.

Recommendations

1. That the political balance arrangements for the Council year 2020/21, as set out in appendix 1 to this report, be approved in accordance with the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990.
2. That appointments be made to the Council's committees, including to the positions of Chair and Vice-chair where applicable, for the Council year 2020/21.
3. That the membership of the Loughborough Area Committee and, following the appointments set out in recommendation 2 above being made, the Scrutiny Call-in Committee be noted.
4. That appointments of a representative on the Police and Crime Panel and a substitute be made for the Council year 2020/21.
5. That 3 councillors be appointed to the Housing Management Advisory Board on the basis of political balance (2 Conservative and 1 Labour).

Reasons

1. To ensure that the composition of the Council's committees reflects the political balance of the Council.
2. To reflect the wishes of political groups and make allocations to non-grouped councillors in making appointments to committees in accordance with the Local Government and Housing Act 1989 and the

Local Government (Committees and Political Groups) Regulations 1990.

3. To provide information regarding the membership of those committees.
4. To ensure that the Borough Council is represented on the Panel.
5. To make appointments to the Board for 2020/21.

Policy Justification and Previous Decisions

Each year the Council has to formally set the political balance arrangements, which will be used to allocate seats on the Council's committees, in accordance with the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990. The political balance calculations for 2020/21 are set out in appendix 2.

Appointments made to the Licensing Committee do not have to be on the basis of political balance but by convention this method is used to allocate seats.

The Loughborough Area Committee and the Scrutiny Call-in Committee are not included in the political balance calculations as their memberships are determined by other means. Membership of the Loughborough Area Committee comprises the 20 councillors who represent the 10 Loughborough wards. Membership of the ad-hoc Scrutiny Call-in Committee comprises the 8 chairs and vice-chairs of the directorate based scrutiny committees.

In making appointments to committees, Council also appoints the Chair and Vice-chair(s) except in the case of the Chair and Vice-chair of the Audit Committee, the Independent Chair being appointed by a separate process and the Vice-chair being appointed by the Audit Committee, and the Loughborough Area Committee, which appoints its own Chair and Vice-chair.

On 17th September 2012, the Council approved Charnwood's participation in the Joint Police and Crime Panel for the Leicestershire Police Area (Council Minute 31.1 2012/13 refers). Appointments to the Panel are a matter for Council, as the Panel operates as a joint committee of the relevant authorities within the Police area.

The Housing Management Advisory Board was established to promote tenant and leaseholder engagement in decisions relating to the Council's housing stock. The composition of the Board includes 3 Borough Councillor members appointed on the basis of political balance. The current political balance of the Council results in 2 appointments being made by the Conservative group and 1 from the Labour group. Nominations have been sought from both groups accordingly.

Implementation Timetable including Future Decisions and Scrutiny

The number of seats for each political group and for ungrouped councillors for both the overall entitlement and the entitlement for individual committees for the 2020/21 Council year are attached as an appendix.

Political groups will confirm their nominations for each of the committees. These nominations, along with nominations for Chairs and Vice-chairs (where appropriate) and appointments for non-grouped councillors will be circulated in due course.

Report Implications

Financial Implications

None.

Risk Management

No specific risks have been identified in connection with this report.

Background Papers: None

Officer to Contact: Karen Widdowson
Democratic Services Manager
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Appendix

Political Balance Arrangements and Allocation of Seats - Local Government and Housing Act 1989

APPENDIX 1

Political Balance Arrangements and Allocation of Seats Local Government and Housing Act 1989

Membership of the Council

	Number	%
Conservative	37	71.15
Labour	13	25.00
Others	2	3.85
Total	52	100

Total Allocation of Seats on Committees

Total	Share		Allocation
Conservative	46.96	rounds to	46
Labour	16.50	rounds to	16
Others	2.54	rounds to	4
Total	66		66

The Cabinet, Licensing Committee, Loughborough Area Committee and Scrutiny Call-in Committee do not need to be politically balanced and are not included in the above calculation.

Allocation of Seats on Individual Committees

Scrutiny Commission (7 Seats)

Conservative	5
Labour	2
Others	0

Total	7
-------	---

Corporate Services (CS) Scrutiny Committee (7 Seats)

Conservative	5
Labour	2
Others	0

Total	7
-------	---

Housing, Planning & Regeneration and Regulatory Services (HPRRS) Scrutiny Committee (7 Seats)

Conservative	5
Labour	1
Others	1

Total	7
-------	---

Neighbourhoods and Community Wellbeing (NCW) Scrutiny Committee (7 Seats)

Conservative	5
Labour	1
Others	1

Total	7
-------	---

Appeals and Reviews Committee (5 Seats)

Conservative	3
Labour	1
Others	1

Total	5
-------	---

Audit Committee (6 Seats + Independent Chair)

Conservative	4
Labour	2
Others	0

Total	6
-------	---

Member Conduct Committee (7 Seats)

Conservative	5
Labour	2
Others	0

Total	7
-------	---

Personnel Committee (7 Seats)

Conservative	5
Labour	2
Others	0

Total	7
-------	---

Plans Committee (13 Seats)

Conservative	9
Labour	3
Others	1

Total	13
-------	----

Summary of Allocation of Seats on Committees

Scrutiny Commission

CS Scrutiny Committee

HPRRS Scrutiny Committee

NCW Scrutiny Committee

Appeals and Reviews Committee

Audit Committee

Member Conduct Committee

Personnel Committee

Plans Committee

Total

Conservative	5	5	5	5	3	4	5	5	9	46
Labour	2	2	1	1	1	2	2	2	3	16
Others	0	0	1	1	1	0	0	0	1	4
Total	7	7	7	7	5	6	7	7	13	66

COUNCIL – 29TH JUNE 2020

Report of the Monitoring Officer

Part A

ITEM 9 EXTENSION OF APPOINTMENT OF INDEPENDENT PERSONS

Purpose of Report

To consider extending, for a further year, the period of office to the current Independent Persons, subject to their agreement.

Recommendation

That the following Persons be offered a further year's period of office, subject to their agreement with immediate effect until the end of the 2020/21 Council Year:

- Mr Michael Pearson current Independent
- Mr Mark Shaw
- Mrs Christine Howell
- Mr Gordon Grimes
- Mr Richard Gough

Reason

1. To maintain experience and continuity and to comply with the requirements of section 28 of the Localism Act 2011.

Policy Justification and Previous Decisions

The Localism Act 2011 requires the Council to put in place arrangements for investigating and taking decisions on complaints relating to Borough Councillors and parish and town councillors in the Borough, including the appointment of one or more Independent Persons who must be consulted before decisions in respect of complaints are taken, and who may be consulted by councillors who are complained about.

Council agreed the appointments of the six current Independent Persons at the meeting on 25th April 2016 (minute refers 99.2). Due to the COVID-19 Pandemic the recruitment campaign with a number of Leicestershire authorities (Charnwood, Blaby, North West Leicestershire, Oadby & Wigston, and Hinckley

& Bosworth) has not taken place and therefore given the circumstances it is appropriate that the current appointments be renewed for one year.

Implementation Timetable including Future Decisions

The people recommended for appointment as Independent Persons would be appointed with immediate effect for the 2020/21 Council year.

Should the recommendation be approved, the Monitoring Officer will continue to contact the current Independent Persons to determine whether they would be willing to remain in office for a further year. A full recruitment process would be conducted during the 2020/21 Council year. This may be undertaken jointly with other Leicestershire authorities as was the case when the current appointments were made in 2015.

Report Implications

The following implications have been identified for this report.

Financial Implications

Independent Persons may claim travelling and other expenses as per the Members' Allowances scheme. A budget exists for any expense claims made.

Risk Management

No risks have been identified with this decision.

Background Papers: [Localism Act and Explanatory Notes](#)

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COUNCIL – 29TH JUNE 2020

Report of the Chief Executive

ITEM 10 TIMETABLE FOR COUNCIL AND COMMITTEE MEETINGS
AND MEMBER TRAINING DAYS FOR 2020/22

Purpose of Report

To consider a proposed timetable for Council and committee meetings and designated member training days for the next two Council years (2020 - 2022), from June 2020 to May 2022.

Recommendations

1. That the schedule of Council, Cabinet, Scrutiny and other committee meetings for 2020-22, attached as Appendix 1 to the report, be approved.
2. That the proposed dates for member training days for 2020-22, attached as Appendix 2 to the report, be endorsed.
3. That delegated authority be given to the Head of Strategic Support to make minor amendments and corrections to the schedule of Council and committee meetings and member training days.

Reasons

1. To ensure that a schedule of meetings for 2020-22 is agreed to enable planning for the forthcoming two Council years.
2. To ensure that there is a timetable to enable planning for training and development days for councillors and co-opted members.
3. To enable minor amendments and corrections to be made in a timely manner.

Policy Justification and Previous Decisions

Council Meeting Dates

The Full Council Procedures set out the responsibility of Council to set a programme of Council meetings for the year. The Procedure Rules for Cabinet and committees allow them to fix the date and time of their meetings. Full Council is asked to agree the meeting dates for all meetings to enable the programme to be co-ordinated. Two Council years have been included to enable planning by members.

Due to the coronavirus pandemic several meetings including the Annual Council meeting scheduled on 18th May 2020 were cancelled or postponed. Between the period of 17th March and 29th June 2020 only council meetings that were considered to be critical to the Council's COVID-19 response or Council business took place (i.e. Plans, Scrutiny Commission, Cabinet).

At its meeting on 25th March 2019 the programme of Council meetings for the period May 2019 - December 2020 was agreed (min 91.5, 19/20, 25 Mar 2019 refers). Since that agreement future meetings for the period 29th June 2020 to 31st December 2020 have been amended as follows:

- Plans Committee meeting moved from 22nd October 2020 to 29th October 2020 (to provide a suitable time period between monthly meetings);
- Scrutiny Commission meeting moved from 29th June 2020 to 6th July 2020 and Cabinet meeting from 2nd July 2020 to 9th July 2020 to accommodate the delayed Annual Council meeting;
- Loughborough Area Committee meeting on 16th September 2020 was cancelled in accordance with the Cabinet's decision to reduce the number of meetings to two per year (min 96, 19/20, 12th Mar 2020, refers);
- Removal of Directorate based Scrutiny Committee meetings for a period of six months (up to 30th November 2020) as agreed by the Scrutiny Commission on 1st June 2020.

Member Training Days

The Member Development Strategy, approved by Council on 7th November 2016 (minute 46.3 refers), sets out the following in respect of member training days:

- As part of setting the annual calendar of meetings one day per month will be allocated as a training day and one day per quarter as a planning training day so that members can have as much notice as possible of the dates on which training is to take place.
- The day of the week selected for training days will take into account the needs of all members and this may require different days to be utilised over the course of the year.

Therefore in proposing dates for member training days different days of the week have been selected.

Implementation Timetable including Future Decisions

Attached as appendices are proposed timetables for the next two Council years (2020-2022) for:

- Council, Cabinet, Scrutiny and committee meetings (Appendix 1)
- monthly member training days and quarterly planning update training days (Appendix 2).

Amendments to the programme of meetings can be agreed during the year by the relevant bodies or by councillors and officers as set out in the Council's Constitution.

Directorate based Scrutiny Committee meeting dates have been scheduled to be 9 weeks apart so that the period between meetings does not vary and is a consistent number of weeks.

Report Implications

The following implications have been identified for this report.

Financial Implications

None.

Risk Management

There are no specific risks associated with these recommendations.

Background Papers: None

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SCHEDULE OF COUNCIL AND COMMITTEE MEETINGS FOR 2020-22

<i>Meeting</i>	<i>Day</i>	<i>Date</i>
Annual Council	Monday	29th June 2020
Scrutiny Commission	Monday	6th July 2020
Appeals and Reviews Committee	Monday	6th July 2020
Cabinet	Thursday	9th July 2020
Plans Committee	Thursday	16th July 2020
Licensing Committee	Tuesday	21st July 2020
Audit Committee	Tuesday	28th July 2020
Scrutiny Commission	Monday	10th August 2020
Cabinet	Thursday	13th August 2020
Appeals and Reviews Committee	Monday	24th August 2020
Plans Committee	Thursday	27th August 2020
Council	Monday	7th September 2020
Scrutiny Commission	Monday	14th September 2020
Cabinet	Thursday	17th September 2020
Member Conduct Committee	Monday	21st September 2020
Audit Committee	Tuesday	22nd September 2020
Plans Committee	Thursday	24th September 2020
Appeals and Reviews Committee	Monday	28th September 2020
Scrutiny Commission	Monday	12th October 2020
Personnel Committee	Tuesday	13th October 2020
Cabinet	Thursday	15th October 2020
Licensing Committee	Tuesday	20th October 2020
Appeals and Reviews Committee	Monday	26th October 2020
Plans Committee	Thursday	29th October 2020
Council	Monday	9th November 2020
Scrutiny Commission	Monday	16th November 2020
Appeals and Reviews Committee	Tuesday	17th November 2020
Cabinet	Thursday	19th November 2020
Member Conduct Committee	Monday	30th November 2020
Corporate Services Committee	Tuesday	1st December 2020
Plans Committee	Thursday	3rd December 2020
Scrutiny Commission	Monday	7th December 2020
Housing Planning Regeneration and Regulatory Committee	Tuesday	8th December 2020
Cabinet	Thursday	10th December 2020
Appeals and Reviews Committee	Monday	14th December 2020
Neighbourhoods, and Community Wellbeing Committee	Tuesday	15th December 2020
Loughborough Area Committee	Wednesday	16th December 2020

Meeting	Day	Date
Audit Committee	Tuesday	22nd December 2020
Scrutiny Commission	Monday	11th January 2021
Personnel	Tuesday	12th January 2021
Cabinet	Thursday	14th January 2021
Council	Monday	18th January 2021
Appeals and Reviews Committee	Monday	25th January 2021
Plans Committee	Thursday	28th January 2021
Scrutiny Commission	Monday	8th February 2021
Licensing Committee	Tuesday	9th February 2021
Cabinet	Thursday	11th February 2021
Appeals and Reviews Committee	Monday	15th February 2021
Audit Committee	Tuesday	16th February 2021
Council	Monday	22nd February 2021
Plans Committee	Thursday	25th February 2021
Scrutiny Commission	Monday	8th March 2021
Corporate Services Committee	Tuesday	9th March 2021
Cabinet	Thursday	11th March 2021
Neighbourhoods, and Community Wellbeing Committee	Tuesday	16th March 2021
Member Conduct Committee	Monday	22nd March 2021
Housing Planning Regeneration and Regulatory Committee	Tuesday	23rd March 2021
Plans Committee	Thursday	25th March 2021
Appeals and Reviews Committee	Monday	29th March 2021
Personnel Committee	Tuesday	30th March 2021
Scrutiny Commission	Tuesday	6th April 2021
Cabinet	Thursday	8th April 2021
Appeals and Reviews Committee	Monday	19th April 2021
Plans Committee	Thursday	22nd April 2021
Council	Monday	26th April 2021
Scrutiny Commission	Tuesday	4th May 2021
Cabinet	Thursday	6th May 2021
Appeals and Reviews Committee	Monday	10th May 2021
Annual Council	Monday	17th May 2021
Plans Committee	Thursday	20th May 2021
Scrutiny Commission	Tuesday	1st June 2021
Cabinet	Thursday	3rd June 2021
Member Conduct Committee	Monday	7th June 2021
Audit Committee	Tuesday	8th June 2021
Appeals and Reviews Committee	Monday	14th June 2021
Personnel Committee	Tuesday	15th June 2021
Loughborough Committee	Wednesday	16th June 2021
Plans Committee	Thursday	17th June 2021

<i>Meeting</i>	<i>Day</i>	<i>Date</i>
Council	Monday	21st June 2021
Corporate Services Committee	Tuesday	22nd June 2021
Scrutiny Commission	Monday	28th June 2021
Neighbourhoods, and Community Wellbeing Committee	Tuesday	29th June 2021
Cabinet	Thursday	1st July 2021
Housing Planning Regeneration and Regulatory Committee	Tuesday	6th July 2021
Plans Committee	Thursday	15th July 2021
Appeals and Reviews Committee	Monday	19th July 2021
Licensing Committee	Tuesday	20th July 2021
Audit Committee	Wednesday	21st July 2021
Scrutiny Commission	Monday	9th August 2021
Cabinet	Thursday	12th August 2021
Appeals and Reviews Committee	Monday	23rd August 2021
Plans Committee	Thursday	26th August 2021
Council	Monday	6th September 2021
Corporate Services Committee	Tuesday	7th September 2021
Scrutiny Commission	Monday	13th September 2021
Neighbourhoods, and Community Wellbeing Committee	Tuesday	14th September 2021
Cabinet	Thursday	16th September 2021
Member Conduct Committee	Monday	20th September 2021
Housing Planning Regeneration and Regulatory Committee	Tuesday	21st September 2021
Plans Committee	Thursday	23rd September 2021
Appeals and Reviews Committee	Monday	27th September 2021
Audit Committee	Tuesday	28th September 2021
Personnel Committee	Tuesday	5th October 2021
Scrutiny Commission	Monday	11th October 2021
Cabinet	Thursday	14th October 2021
Licensing Committee	Tuesday	19th October 2021
Plans Committee	Thursday	21st October 2021
Appeals and Reviews Committee	Monday	25th October 2021
Council	Monday	8th November 2021
Scrutiny Commission	Monday	15th November 2021
Audit Committee	Tuesday	16th November 2021
Cabinet	Thursday	18th November 2021
Plans Committee	Thursday	25th November 2021
Appeals and Reviews Committee	Monday	29th November 2021
Corporate Services Committee	Tuesday	30th November 2021
Scrutiny Commission	Monday	6th December 2021
Neighbourhoods, and Community Wellbeing Committee	Tuesday	7th December 2021

<i>Meeting</i>	<i>Day</i>	<i>Date</i>
Cabinet	Thursday	9th December 2021
Member Conduct Committee	Monday	14th December 2021
Housing Planning Regeneration and Regulatory Committee	Tuesday	10th December 2019
Loughborough Area Committee	Wednesday	15th December 2021
Plans Committee	Thursday	16th December 2021
Appeals and Reviews Committee	Monday	20th December 2021
Personnel Committee	Tuesday	21st December 2021
Scrutiny Commission	Monday	10th January 2022
Cabinet	Thursday	13th January 2022
Council	Monday	17th January 2022
Appeals and Reviews Committee	Monday	24th January 2022
Plans Committee	Thursday	27th January 2022
Scrutiny Commission	Monday	7th February 2022
Licensing Committee	Tuesday	8th February 2022
Cabinet	Thursday	10th February 2022
Appeals and Reviews Committee	Monday	14th February 2022
Audit Committee	Tuesday	15th February 2022
Council	Monday	21st February 2022
Plans Committee	Thursday	24th February 2022
Corporate Services Committee	Tuesday	1st March 2022
Scrutiny Commission	Monday	7th March 2022
Neighbourhoods, and Community Wellbeing Committee	Tuesday	8th March 2022
Cabinet	Thursday	10th March 2022
Housing Planning Regeneration and Regulatory Committee	Tuesday	15th March 2022
Member Conduct Committee	Monday	21st March 2022
Plans Committee	Thursday	24th March 2022
Appeals and Reviews Committee	Monday	28th March 2022
Personnel Committee	Tuesday	29th March 2022
Scrutiny Commission	Monday	4th April 2022
Cabinet	Thursday	7th April 2022
Appeals and Reviews Committee	Monday	11th April 2022
Plans Committee	Thursday	21st April 2022
Council	Monday	25th April 2022
Scrutiny Commission	Tuesday	3rd May 2022
Cabinet	Thursday	5th May 2022
Appeals and Reviews Committee	Monday	9th May 2022
Annual Council	Monday	16th May 2022
Plans Committee	Thursday	19th May 2022

APPENDIX 2

SCHEDULE OF MEMBER TRAINING DAYS FOR 2020-22

Type	Day	Date
Monthly	Wednesday	8th July 2020
Monthly	Thursday	20th August 2020
Planning	Thursday	3rd September 2020
Monthly	Thursday	10th September 2020
Monthly	Wednesday	14th October 2020
Monthly	Monday	23rd November 2020
Planning	Thursday	26th November 2020
Monthly	Thursday	17th December 2020
Monthly	Tuesday	26th January 2021
Monthly	Thursday	18th February 2021
Monthly	Tuesday	2nd March 2021
Planning	Thursday	4th March 2021
Monthly	Tuesday	27th April 2021
Monthly	Wednesday	26th May 2021
Monthly	Wednesday	23rd June 2021
Planning	Thursday	24th June 2021
Monthly	Wednesday	7th July 2021
Monthly	Thursday	19th August 2021
Monthly	Thursday	9th September 2021
Planning	Thursday	30th September 2021
Monthly	Wednesday	6th October 2021
Monthly	Monday	22nd November 2021
Monthly	Wednesday	1st December 2021
Planning	Thursday	2nd December 2021
Monthly	Tuesday	25th January 2022
Monthly	Thursday	17th February 2022
Planning	Thursday	3rd March 2022
Monthly	Tuesday	22nd March 2022
Monthly	Tuesday	26th April 2022
Monthly	Wednesday	25th May 2022