



Leicester  
City Council

Democratic and Civic  
Support  
City Hall  
115 Charles Street  
Leicester  
LE1 1FZ

14 June 2023

Sir or Madam

I hereby summon you to a Special meeting of the LEICESTER CITY COUNCIL to be held at the Town Hall, on THURSDAY, 22 JUNE 2023 at SIX O'CLOCK in the evening, for the business hereunder mentioned.

**Monitoring Officer**

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**AGENDA**  
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**AUDIO STREAM OF THE SPECIAL MEETING**

A live audio stream of the special meeting can be heard on the following link:  
<https://www.youtube.com/@leicestercitycouncildemocr5339>

- 1. LORD MAYOR'S ANNOUNCEMENTS**
- 2. DECLARATIONS OF INTEREST**

- 3. ESTABLISHMENT OF COMMITTEES 2023-2024  
MUNICIPAL YEAR**
- 4. ANY OTHER URGENT BUSINESS**

## Information for members of the public

### Fire & Emergency Evacuation Procedure

- The Council Chamber Fire Exits are the two entrances either side of the top bench or under the balcony in the far-left corner of the room.
- In the event of an emergency alarm sounding make your way to Town Hall Square and assemble on the far side of the fountain.
- Anyone who is unable to evacuate using stairs should speak to any of the Town Hall staff at the beginning of the meeting who will offer advice on evacuation arrangements.
- From the public gallery, exit via the way you came in, or via the Chamber as directed by Town Hall staff.

### Meeting Arrangements

- Please ensure that all mobile phones are either switched off or put on silent mode for the duration of the Council Meeting.
- Please do not take food into the Council Chamber.
- Tweeting in formal Council meetings is fine as long as it does not disrupt the meeting. Will all Members please ensure they use their microphones to assist in the clarity of the audio recording.

You have the right to attend, view, formal meetings such as full Council, committee meetings & Scrutiny Commissions and see copies of agendas and minutes. On occasion however, meetings may, for reasons set out in law, need to consider some items in private.

Dates of meetings and copies of public agendas and minutes are available on the Council's website at <https://cabinet.leicester.gov.uk/>, or by contacting us using the details below.

### Making meetings accessible to all

Braille/audio tape/translation - If you require this please contact the Democratic Support Officer (production times will depend upon equipment/facility availability).

### Further information

If you have any queries about any of the above or the business to be discussed, please contact:

**Matthew Reeves, Democratic and Civic Support Manager on 0116 4546352.**

Alternatively, email [matthew.reeves@leicester.gov.uk](mailto:matthew.reeves@leicester.gov.uk) or call in at City Hall.

For Press Enquiries - please phone the **Communications Unit on 0116 454 4151**



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# **Establishment of Committees 2023- 2024 Municipal Year**

Decision to be taken by: Full Council

Date of meeting: Thursday 22<sup>nd</sup> June 2023

Lead director/officer: City Barrister & Head of Standards

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### **Useful information**

- Ward(s) affected: N/A
- Report author: Kamal Adatia
- Author contact details: [Kamal.Adatia@leicester.gov.uk](mailto:Kamal.Adatia@leicester.gov.uk)
- Report version number: 0.1

## **1. Summary**

Whole Council Elections took place on 4<sup>th</sup> May 2023. The Council's Annual General Meeting took place on Thursday 18<sup>th</sup> May. The full suite of the Council's Committee structure was not agreed by that date, and the matter (save for Health and Wellbeing Board Planning and Development Control Committee Licensing and Public Safety Committee and Licensing Sub-Committees), was deferred to a future date pending discussion about what structure would be appropriate in the new political and operational environment. The next scheduled meeting of Full Council is Thursday 6<sup>th</sup> July however a requisition has been validly received under Council Procedure Rule 3 to convene a Special Meeting to determine those outstanding matters sooner. The proposed recommendations arising from the requisition are detailed at 2. below. To be actionable, Council must as a minimum agree a scrutiny structure, size of committees and Chairs and Vice-Chairs.

## **2. Recommended actions/decision**

Council are recommended to consider proposals submitted by Councillor Bajaj, seconded by Councillor Kitterick on behalf of the Conservative, Liberal Democrat and Green Group Members which are as follows:

- a) Agree the establishment of seven Scrutiny Commissions divided into the subject themes as per Appendix A attached
- b) Agree the overall size of those Committees in accordance with the table in Appendix A attached
- c) Agree that the Chairs and Vice-Chairs (as appropriate) of the bodies listed in Appendix A be apportioned according to the Council's overall political balance (57% Labour; 31% Conservative; 6% Liberal Democrat; 6% Green)
- d) Agree that the Overview, Executive Office and Corporate Governance Scrutiny Committee and the Neighbourhoods, Equalities, Heritage & Culture Scrutiny Commission comprise two Vice Chairs each.
- e) Note that the remaining places will be filled in accordance with relevant legal procedures and in consultation with the relevant Members, but broadly in line with the political balance indicated in the table in Appendix A

- f) Note that the Terms of Reference for the Scrutiny Commissions be finalised, where needed, at the Council meeting on 6<sup>th</sup> July 2023
- g) Note that any other matters regarding the establishment of the Council's Committee's not addressed above be deferred to the Council meeting on 6<sup>th</sup> July 2023

### **3. Detailed report**

See Appendix A





# Appendix A

**Proposed Option4:** Total 6 scrutiny commissions and 1 overview

<p><b>Overview, Executive Office and Corporate Resources</b></p>	<p>Corporate finance Key capital programmes Corporate resources Property Partnerships Oversight of strategic priorities Executive (City Mayor/Council Leader) Office function and its independent decisions Work that covers all/multiple commission areas 'Parent Committee' role</p> <p><i>Note: Largely as your option 1</i></p>
<p><b>Health &amp; Wellbeing</b></p>	<p>Scrutiny of key health partners Primary and secondary healthcare provisions Mental Health provision Health and Care inequalities Care system integration LCC Public Health work</p>
<p><b>Adult Social Care</b></p>	<p>All Adult Social Care services Anti-Poverty Strategy/Welfare Support Refugee Services</p>
<p><b>Neighbourhoods, Equalities, Heritage &amp; Culture</b></p> <p><i>Note: Title renamed to reflect current needs</i></p>	<p>Core Neighbourhood Services provision Equalities across all LCC provisions and services Community safety and cohesion Voluntary and community sector Regulatory services Heritage and Culture Arts, Festivals, Events and Museums Sports, Recreation and Leisure</p> <p><i>Note: Heritage &amp; Culture merged here. Housing removed from here as it is a critically large area requiring focus on its own</i></p>
<p><b>Economy, Infrastructure and Climate</b></p>	<p>Planning/Regeneration Economic Development Highways/transportation/parking Jobs and Skills Inward Investment City Centre Projects Procurement Sustainability Air Quality Waste Management Tourism Adult learning</p>
<p><b>Children, Families and Education</b></p>	<p>Schools and Education Family support services Youth support Children's social care and safeguarding</p>

<b>Housing</b>	Housing maintenance Housing options Housing development Customer services and support
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**Committee places:** the following allocation of committee places is most appropriate as per the proportional strength within the council. The roles of chairs and vice chairs will also be shared on the same proportional basis.

<b>Scrutiny Commission</b>	<b>Size</b>	<b>Labour</b>	<b>Conservatives</b>	<b>Lib Dems / Greens</b>
Overview, Executive Office and Corporate Governance*	11	6	3	1+1
Health & Wellbeing	9	5	3	1**
Adult Social Care	9	5	3	1**
Neighbourhoods, Equalities, Heritage & Culture*	11	6	3	1+1
Economy, Infrastructure and Climate	9	5	3	1**
Children and Families, Education and Adult Learning	9	5	3	1**
Housing	9	5	3	1**

\* As these are large scrutiny commissions therefore, it is proposed that they should also have two vice chairs like Licensing

\*\* Lib Dems and Greens will agree who takes the only available position.