



Leicester
City Council

MEETING OF THE CABINET

DATE: MONDAY, 21 JUNE 2004

TIME: 5:00 pm

**PLACE: COMMITTEE ROOMS 2 & 3, 'B' BLOCK, NEW WALK
CENTRE, KING STREET, LEICESTER**

Members of the Committee

Councillor Roger Blackmore (Chair)
Councillor Johnson (Vice-Chair)

Councillors Coley, Gill, Metcalfe, Mugglestone, Ramsdale, Scuplak and
Suleman

Members of the Cabinet are invited to attend the above meeting to
consider the items of business listed overleaf.

for Town Clerk

MEMBERS OF THE PUBLIC:

**YOU ARE VERY WELCOME TO ATTEND TO OBSERVE THE PROCEEDINGS.
HOWEVER, PLEASE NOTE THAT YOU ARE NOT ABLE TO PARTICIPATE IN
THE MEETING.**

*Officer contact :Frances Wake / Matthew Reeves
Committee Services, Town Clerk's Department
Leicester City Council
New Walk Centre, Welford Place, Leicester LE1 6ZG
(Tel: 0116 252 6028 / 6022 Fax: 0116 247 1181)*

INFORMATION FOR MEMBERS OF THE PUBLIC

ACCESS TO INFORMATION AND MEETINGS

You have the right to attend Cabinet to hear decisions being made. You can also attend Scrutiny Committees, as well as meetings of the full Council. You can ask questions and make representations to Scrutiny Committees and Council. You also have the right to see copies of agendas and minutes. Dates of meetings are available at the Customer Service Centre. There are, however, certain occasions when the Council's meetings may need to discuss issues in private session. The reasons for dealing with matters in private session are set down in law.

WHEELCHAIR ACCESS

The Committee Rooms at New Walk Centre are all accessible to wheelchair users. If wheelchair access is required for Council meetings, which are held at the Town Hall, please contact Charles Poole on 252 7015 or call in at the Customer Service Centre.

BRAILLE/AUDIO TAPE

If there are any particular reports that you would like translating into Braille or providing on audio tape, the Committee Administrator can provide this for you (production times will depend upon equipment/facility availability).

General Enquiries - if you have any queries about any of the above or the business to be discussed, please contact Frances Wake/Matthew Reeves, Committee Services on (0116) 252 6028/22 or call in at the Customer Service Centre.

Press Enquiries - please phone the Communications Unit on 252 6081

PUBLIC SESSION

AGENDA

1. **MEMBERSHIP OF CABINET 2004/05**

The Cabinet is asked to note the membership as detailed on the front of the agenda.

2. **DECLARATIONS OF INTEREST**

Members are asked to declare any interests they may have in the business to be discussed and/or indicate that Section 106 of the Local Government Finance Act 1992 applies to them.

3. **DATES OF MEETINGS 2004/2005**

The Cabinet is asked to approve the following dates of meetings for 2004/2005.

12 July	20 December
16 August	24 January
6 September	14 February
27 September	7 March
18 October	4 April
8 November	25 April
29 November	16 May

All meetings are to commence at 5pm.

4. **LEADER'S ANNOUNCEMENTS**

5. **MINUTES OF PREVIOUS MEETING**

The minutes of the meeting held on 17 May 2004, have been circulated to Members. There is a reference in Minute 291 to the Education and Lifelong Learning Scrutiny Committee Minutes of 28 April 2004. This date should read 12 May 2004. Subject to this amendment, the Cabinet is asked to approve the minutes as a correct record.

6. **MATTERS REFERRED FROM COMMITTEES**

Appendix A

Employees (Retirements) Committee – 26 May 2004

Requests for Early Retirement: Education and Lifelong Learning Department

A full minute extract is attached at Appendix A1. An officer response report will be circulated as soon as it is available.

RESOLVED:

that Cabinet be requested to:

- (1) look at the Council's Premature Retirement policy;
- (2) seek options on the decision making cycle with regard to early retirements in schools.

Councillor Coley to respond.

7. AREA COMMITTEES FOR NEIGHBOURHOOD IMPROVEMENT: OPERATIONAL FRAMEWORK AND TOOLKIT **Appendix B**

Councillor Coley submits a report that presents an operational framework for the establishment of Area Committees in Leicester and a guidance document to support Councillors in their role as members of Area Committees. The Cabinet is asked to make a number of recommendations to Council for the implementation of Area Committees.

The relevant minutes extract from the Finance, Resources and Equal Opportunities Scrutiny Committee held on 28 April 2004 is attached to the report.

8. CHIEF EXECUTIVE'S ANNUAL REPORT 2004 MAKING LEICESTER MORE ATTRACTIVE **Appendix C**

The Chief Executive submits a report that provides a periodical review of past achievement and that gives an opportunity to recognise and thank Members and staff for their significant contribution to the success of the Council and City; acknowledges certain threats and dangers that need to be understood if the Council and its substantial resources are to be best placed to overcome the difficulties that all large enterprises must face; seeks political guidance on the key cross-service priorities for delivery in the coming year and beyond to give a focus for corporate effort and collaboration to drive forward the large and complex agenda encapsulated in the corporate plan. The Cabinet is asked to acknowledge the Council's achievements over the past year, give guidance on the proposed key service priorities for delivery in the coming year to ensure the Council's corporate energy and plans fully reflect political priorities and to give guidance on the priorities for improving organisational effectiveness.

9. VICTORIA CLIMBIE INQUIRY REPORT **Appendix D**

Councillor Gill submits a report providing an update on the continuing work to address the areas for improvement within the Social Services Inspectorate evaluation of the City Council's self audit following the inquiry Report. The Cabinet is asked to note the action / progress following the completion of the Climbie self audit and the information now available on comparative findings; to note the continuing the continuing responsibility on all Departments to maintain

a clear focus on ensuring that safeguarding children is embedded in policies and accountabilities within all departments of the Council and that it is recommended in the strongest terms that awareness training on child protection be made compulsory to all Members.

The relevant minutes extract from the Social Services and Personal Health Scrutiny Committee held on 28 April 2004 are attached to the report.

10. FUTURE FUNDING ON TENANT AND TENANT AND RESIDENT ASSOCIATIONS Appendix E

Councillor Metcalfe submits a report which considers a new and more equitable way of funding Tenant and Tenant and Resident Associations in the City in accordance with the commitment given by the Cabinet Link Member for Housing, to Council in January 2004. The report also recommends a service level agreement of Tenant and Tenant and Resident Associations as part of the contract for receiving funding from the Council. The Cabinet is asked to approve a number of recommendations with regard to moving to a new way of funding Tenant and Tenant and Resident Associations.

11. PROJECT MANAGEMENT ARRANGEMENTS FOR THE CITY CENTRE & CULTURAL QUARTER Appendix F

Councillor Mugglestone submits a report which reviews project management arrangements for the Performing Arts and Convention Centre during its construction period along with new proposals for the project management of the city centre. The new arrangements are intended to link up major developments in the city centre and ensure joined up management and overview. The Cabinet is asked to note the proposals for project management of the city centre, agree the wider brief for the current Cultural Quarter Cabinet Sub-Group, and the change of name for that group to City Centre Cabinet Sub Group, consider the membership for City Centre Cabinet Sub Group and agree to the formation of a Performing Arts and Convention Centre Policy Group and consider its membership.

12. BEST VALUE PERFORMANCE PLAN 2004 - 2005 Appendix G

Councillor Coley submits a report which reports on the 2004 – 2005 Best Value Performance Plan. The Council is required by Law to publish information every year on its annual performance in delivering services to Leicester residents and businesses. The Cabinet is asked to recommend to Council to approve the Best Value Performance Plan for 2004/05 and recommend that publication is done electronically.

The WORKING DRAFT (which is subject to further amendment) of the Best Value Performance Plan for 2004/05 is attached for members of the Cabinet only. Copies of this Document can be obtained either from the Council's website at www.cabinet.leicester.gov.uk or by phoning Committee Services on (0116) 252 6022.

13. IMPROVING THE COUNCIL'S PERFORMANCE - THE BEST VALUE REVIEW, AUDIT & INSPECTION PROGRAMME 2004/05 **Appendix H**

Councillor Coley submits a report seeking approval for this year's Best Value review programme. The Cabinet is asked to note the strategic programme for improvement across the Council now in place, approve the programme of improvement action set out in paragraph 5.5, note the proposed audit and inspection programme for next year and to agree to reconsider the programme again next year following consideration of the performance report for 2003/4.

14. CORPORATE RISK MANAGEMENT STRATEGY **Appendix I**

Councillor Coley submits a report reviewing progress in implementing the Council's Risk Management Strategy and seeking agreement to the proposals set out within the report. The Cabinet is asked to approve a number of recommendations involved with implementing a revised Risk Management Strategy.

15. REVENUE OUTTURN 2003/04 **Appendix J**

Councillor Coley submits a report showing the final summary outturn position comparing spending with the budget for all General Fund Services and the Housing Revenue Account. The Cabinet is asked to approve a number of recommendations which detail the outturn position at the end of the year. The Cabinet is also asked to approve the establishment of new earmarked reserves, approve the carry forward of the residue of the city centre improvements money which was set up in 2002/03 to pay the final costs of the projects and approve virements as detailed in section 4.2 of the report.

16. STATUTORY STATEMENT OF ACCOUNTS 2003/2004 **Appendix K**

Councillor Coley submits a report meeting the Council's requirement under the Accounts and Audit regulations to formally approve the accounts prior to audit. The Cabinet is asked to note the Statement of Accounts for 2003/2004 and to recommend them to Council for approval.

17. URGENT WORK UNDER CONTRACT PROCEDURE RULES **Appendix L**

Councillor Ramsdale submits a report advising the Cabinet of Urgent Works carried out under paragraph 4.1(k) of the Contract Procedure Rules and approved by the Service Director, Highways and Transportation. The Cabinet is asked to note the urgent action.

18. REVIEW OF STAFFING REVIEWS **Appendix M**

Councillor Coley submits a report informing the Cabinet of the Members current roles and responsibilities under the Council protocol for Organisational and

Staffing Change and evaluate the lessons learnt from recent staffing review and it presents Cabinet with initial options for improvement as part of a planned review of the protocol in the forthcoming months. The Cabinet is asked to note the report and provide an initial steer on issues they wish to be included within the review of the protocol.

**19. ADDITIONAL PROPERTY RESOURCES - AUTHORITY Appendix N
FOR EXPENDITURE**

Councillor Coley submits a report seeking approval to the release and expenditure of the additional resources for premises as approved in the budget. The Cabinet is asked to approve the proposed indicative three year spending programme, approve the proposed maintenance programme for 2004/05, authorise the Town Clerk in consultation with the Cabinet Link for Property, to agree any significant variations in the spending profile, agree the proposed initial pilot programme of Property Health Surveys and estimated expenditure release of £200,000, indicate which of the options, in relation to combining new Central Maintenance Funds and LEA / DfES funding for schools is to be implemented and to approve use / part of the additional resources for premises to facilitate Property Efficiency Review.

20. ANY OTHER URGENT BUSINESS