



Leicester  
City Council

Governance Services  
City Hall  
115 Charles Street  
Leicester  
LE1 1FZ

8 May 2024

Sir or Madam

I hereby summon you to a meeting of the LEICESTER CITY COUNCIL to be held at the Town Hall, on THURSDAY, 16 MAY 2024 at FIVE O'CLOCK in the afternoon, for the business hereunder mentioned.

**Monitoring Officer**

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**AGENDA**  
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**AUDIO STREAM OF MEETING**

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

1. **LORD MAYOR'S ANNOUNCEMENTS**
2. **ELECTION OF LORD MAYOR**
3. **ELECTION OF HIGH BAILIFF**
4. **ELECTION OF DEPUTY LORD MAYOR**

- 5. APPOINTMENT OF LORD MAYOR'S SPIRITUAL ADVISER**
- 6. THANKS TO THE RETIRING LORD MAYOR**
- 7. ESTABLISHMENT OF SCRUTINY COMMITTEES AND REGULATORY COMMITTEES**
- 8. NOTIFICATION OF EXECUTIVE APPOINTMENTS**
- 9. ANNUAL CALENDAR OF MEETINGS**
- 10. DATES OF COUNCIL MEETINGS**

## 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 officers detailed below (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 [Francis.Connolly@leicester.gov.uk](mailto:Francis.Connolly@leicester.gov.uk) or [Sharif.Chowdhury@leicester.gov.uk](mailto:Sharif.Chowdhury@leicester.gov.uk)  
For Press Enquiries - please phone the **Communications Unit on 0116 454 4151**



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# **Appointment of Council Committees 2024- 2025 Municipal Year**

Decision to be taken by  
Full Council

Date of meeting: 16<sup>th</sup> May 2024

Lead director/officer: Kamal Adatia

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## Useful information

- Ward(s) affected: All
- Report author: Kamal Adatia, Monitoring Officer
- Author contact details: [Kamal.Adatia@leicester.gov.uk](mailto:Kamal.Adatia@leicester.gov.uk)
- Report version number: 1

### 1. Summary

This report sets out detail of the Committees and Boards to be appointed for the 2024/25 municipal year.

### 2. Recommended actions/decision

#### 2.1 That the:-

Overview Select Committee  
Adult Social Care Scrutiny Commission  
Children, Young People and Education Scrutiny Commission  
Culture and Neighbourhoods Scrutiny Commission  
Economic Development, Transport and Climate Emergency Scrutiny Commission  
Housing Scrutiny Commission; and  
Public Health and Health Inclusion Scrutiny Commission

all be established in accordance with the Terms of Reference (attached as Appendix B), the size of each being in accordance with the lists detailed in Appendix A, and the Chair and Vice Chair positions being confirmed in accordance with the lists circulated to members separately, it being noted that any remaining places will be filled in accordance with relevant procedures and in consultation with the relevant Groups/Members.

#### 2.2 That the number of parent co-opted places on the Children, Young People and Education Scrutiny Commission be increased from two to three to include one from each of the following three categories of maintained schools: Primary Schools, Secondary Schools, Special Schools.

#### 2.3 That the:-

Governance and Audit Committee  
Health and Wellbeing Board  
Standards Committee  
Planning and Development Control Committee  
Licensing and Public Safety Committee; and

## Licensing Sub-Committees

all be established in accordance with their existing Terms of Reference, the size of each being in accordance with the listed detailed in Appendix A, and the Chair and Vice Chair positions being confirmed in accordance with the lists circulated to members separately, it being noted that any remaining places will be filled in accordance with relevant procedures and in consultation with the relevant Groups/Members.

- 2.4 That the Employees Committee be established with the Terms of Reference and size as specified within the Council's Constitution, with the process for the appointment of Chair and membership being in accordance with the provisions of the Constitution.

### **3. Background and options with supporting evidence**

#### Appointment of Committees & Boards

- 3.1 In accordance with the Constitution, the Annual Meeting of the Council will appoint such committees and boards as the Council considers appropriate to deal with matters which are neither reserved to the Council nor are Cabinet functions; will agree the size of each Committee; and will appoint a Chair, Vice-Chair, Members and substitute Members (where appropriate) for each committee and board in accordance with political balance rules.
- 3.2 The various politically balanced Committees and Boards to be appointed for 2024/2025 are detailed in paragraphs 2.1 and 2.3 and shown at Appendix A. Members are asked to confirm the size of each committee. There are other Committees/Boards that operate (such as the Police & Crime Panel and the Combined Fire Authority) but the constitution of their Membership is not a matter for Full Council.
- 3.3 Political balance rules have been applied where appropriate in terms of the allocation of seats to political groups on each individual Committee/Board and the overall number of seats allocated to each political group reflecting the relative size of each group as a percentage of the total number of Council Members Appendix A denotes in yellow instances where a committee place is to be awarded to either the Green or Liberal Democrat Group or to a non-Grouped member. The legal provisions governing allocation are found in the Local Government and Housing Act 1989 and the associated Local Government (Committees and Political Groups) Regulations 1990.

#### Appointment of Chairs and Vice-Chairs

- 3.4 Council is required to appoint the Chair and Vice-Chair of each body in accordance with the lists circulated separately to members.

### Membership

- 3.5 Council is asked to note that in accordance with Council Procedure Rule 35 appointment of Councillors to fill places on Committees or Sub-Committees, or any vacancies which may arise, shall be by the Monitoring Officer in consultation with the political group whips, and with the consent of any Councillor being appointed.

### Calendar of meetings

- 3.6 The calendar of meetings is to be taken as part of item 9 on the agenda. This is the overall plan for meetings for the forthcoming year and has been drawn up in order to accommodate all known formal meetings, balanced over the municipal year. Further amendments to the calendar can be accommodated at committee level subject to relevant provisions within the Council committee and Scrutiny committee procedure rules within the Constitution.

### Terms of Reference

- 3.7 The Constitution requires Council to agree the Terms of Reference of certain Committees and Boards. It is proposed that all Terms of Reference remain the same, save for the changes summarised below:

### Health and Wellbeing Board

- 3.8 The membership list is amended to reflect an additional place of the 7 NHS representatives being allocated to the Integrated Care Board. There is no proposal to vary the size of the overall membership of the Board though the proposed reconfigured membership is attached at Appendix D.

### Scrutiny Committees

- 3.9 A revised set of terms are attached at Appendix B. These set out a small number of minor alterations that more accurately reflect the respective roles of the Overview Select Committee and the six scrutiny commissions. Also appended at Appendix C for the purposes of information is the scrutiny/executive portfolio arrangement for 2024/25. This document complements the broader Scrutiny Terms of Reference by providing more detail on work areas that fall within the portfolio of each committee, by reference to the City Mayor's appointment of the respective Executive lead.

### Co-opted membership of the Children, Young People and Education Scrutiny Commission.

- 3.10 The Parent Governor Representatives (England) Regulations 2001 make provision for the appointment of parent governor co-optees. These regulations state that the Council shall appoint at least two, but not more than five, parent governor representatives from maintained schools to any overview and scrutiny committee that has functions which relate wholly or partly to any education functions.

The Council currently has two places for maintained school parent governor co-optees on the Children, Young People and Education Scrutiny Commission, and has chosen to categorise those two places as follows:



Parent governor representative of primary or special schools; and  
Parent governor representative of secondary schools

. At the current time both places remain unfilled and recent ballots have proven unsuccessful in attracting candidates to put themselves forward. With the growth in the number of academies, the percentage of maintained schools has fallen over the years meaning there is a smaller pool of parent governors who are eligible to stand, and this is inevitably impacting on the ability to fill the places. .

In the latest ballot that was run for this, a query was raised by the parent governor of a special school with regard to why special schools do not have a representative in their own right but are instead placed in the same category as primary schools. At the current time the number of maintained schools in each category is as follows:

Maintained Special Schools: 4 schools.

Maintained Primary schools: (voluntary aided and non voluntary aided) – 45 schools.

Maintained Secondary schools: (voluntary aided and non voluntary aided) – 9 schools.

It is therefore proposed that the Council recognises the request for recognition of Special Schools as a distinct category in the make-up of co-opted parent governors on the Children, Young People and Education Scrutiny Commission.

#### **4. Financial, legal implications**

##### 4.1 Financial implications

There are no direct financial implications arising from this report, which merely seeks to reflect in report format items of business that are normally presented via the technical script presented at the AGM. The Allowances for Members, including Special Responsibility Allowances for Chairs and Vice-Chairs, are agreed through the Member Allowances Scheme (MAS) which is separately agreed by Full Council.

Colin Sharpe, Head of Finance, ext 4081

##### 4.2 Legal implications

The report deals throughout with the Council's Constitutional requirements regarding the establishment of Committee arrangements for the municipal year. These are in turn reflective of legislation which has been referenced in the main body of the report.

Kamal Adatia, City Barrister, ext 1401



# Appendix A

Regulatory and Scrutiny Membership 2024/25

## **PLANNING AND DEVELOPMENT CONTROL COMMITTEE**

<b>CHAIR</b>	
<b>VICE CHAIR</b>	

Size                      11 Councillors  
Composition        Labour                      6            Green                      1  
                              Conservative             3            Liberal Democrat     1

## **LICENSING AND PUBLIC SAFETY COMMITTEE**

<b>CHAIR</b>	
<b>VICE CHAIR</b>	
<b>VICE CHAIR</b>	

Size:                      15 Councillors  
Composition:        Labour                      8            Green 1  
                              Conservative             4            Liberal Democrat 1  
                              Other                        1

**Licensing Enforcement Sub-Committee**

*The Licensing Enforcement Sub-Committee shall consist of any 5 Members appointed for each meeting by the Monitoring Officer from the membership of the Licensing Committee.*

Regulatory and Scrutiny Membership 2024/25

**Licensing (Hearings) Sub-Committee**

The Licensing (Hearings) Sub-Committee shall consist of any 3 Members appointed for each meeting by the Monitoring Officer from the membership of the Licensing Committee.

**GOVERNANCE AND AUDIT COMMITTEE**

<b>CHAIR</b>	
<b>VICE-CHAIR</b>	
<b>INDEPENDENT MEMBER</b>	

Size	8 Councillors			
Composition	Labour	5	Green	0
	Conservative	2	Liberal Democrat	0

**STANDARDS COMMITTEE**

(10 Members, 5 Independent Members\* and 5 Councillors)  
 The Independent Members are co-opted non-voting members of the Committee. The Committee shall be chaired by an Elected Councillor.

<b>CHAIR</b>	
<b>VICE CHAIR</b>	
<b>INDEPENDENT MEMBER</b>	
<b>INDEPENDENT MEMBER</b>	
<b>INDEPENDENT MEMBER</b>	
<b>INDEPENDENT MEMBER</b>	
<b>INDEPENDENT MEMBER</b>	

Size	5 Councillors			
Composition	Labour	3	Green	0
	Conservative	1	Liberal Democrat	0

**HEALTH AND WELLBEING BOARD**

<b>CHAIR</b>	
<b>VICE-CHAIR</b>	

Composition:

- Up to five Elected Members of Leicester City Council
- The Executive Lead Member for Health & Wellbeing
- Four Elected Members nominated by the City Mayor
- Up to seven representatives of the NHS
- Up to four Officers of Leicester City Council
- Up to eight further representatives including Healthwatch Leicester / Other Representatives

**OVERVIEW SELECT COMMITTEE**

<b>CHAIR</b>	
<b>VICE CHAIR</b>	

Size 8 Councillors  
 Composition Labour 5 Green 0  
 Conservative 2 Liberal Democrat 0

**ADULT SOCIAL CARE SCRUTINY COMMISSION**

<b>CHAIR</b>	
<b>VICE CHAIR</b>	

Size 8 Councillors  
 Composition Labour 5 Green 0  
 Conservative 2 Liberal Democrat 0

**CHILDREN, YOUNG PEOPLE & EDUCATION SCRUTINY COMMISSION**

<b>CHAIR</b>	
<b>VICE CHAIR</b>	
<b>CO-OPTED MEMBER:</b> Roman Catholic Diocese	Vacancy
<b>CO-OPTED MEMBER:</b> Church of England Diocese	Vacancy
<b>CO-OPTED MEMBER:</b> Parent Governor Representative Primary Schools	Vacancy
<b>CO-OPTED MEMBER:</b> Parent Governor Representative Secondary Schools	Vacancy
<b>CO-OPTED MEMBER:</b> Parent Governor Representative Special Schools	Vacancy

Size                                    8 Councillors  
 Composition                    Labour                    5                    Green                    0  
    Conservative 2                    Liberal Democrat    0

**ECONOMIC DEVELOPMENT, TRANSPORT AND CLIMATE EMERGENCY SCRUTINY COMMISSION**

<b>CHAIR</b>	
<b>VICE CHAIR</b>	

Size                                    8 Councillors  
 Composition                    Labour                    5                    Green                    0  
    Conservative 2                    Liberal Democrat    0

**PUBLIC HEALTH AND HEALTH INTEGRATION SCRUTINY COMMISSION**

<b>CHAIR</b>	
<b>VICE CHAIR</b>	

Size 8 Councillors  
 Composition Labour 5 Green 0  
 Conservative 2 Liberal Democrat 0

**CULTURE AND NEIGHBOURHOODS SCRUTINY COMMISSION**

<b>CHAIR</b>	
<b>VICE CHAIR</b>	

Size 8 Councillors  
 Composition Labour 5 Green 0  
 Conservative 2 Liberal Democrat 0

**HOUSING SCRUTINY COMMISSION**

<b>CHAIR</b>	
<b>VICE CHAIR</b>	

Size 8 Councillors  
 Composition Labour 5 Green 0  
 Conservative 2 Liberal Democrat 0





## SCRUTINY COMMITTEES: TERMS OF REFERENCE

### INTRODUCTION

Scrutiny Committees hold the Executive and partners to account by reviewing and scrutinising policy and practices. Scrutiny Committees will have regard to the Political Conventions and the Scrutiny Operating Protocols and Handbook in fulfilling their work.

The Overview Select Committee and each Scrutiny Commission will perform the role as set out in Article 8 of the Constitution in relation to the functions set out in its Terms of Reference.

Scrutiny Committees may:

- i. review and scrutinise the decisions made by and performance of the City Mayor, Executive, Committees and Council officers both in relation to individual decisions and over time.
- ii. develop policy, generate ideas, review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas.
- iii. question the City Mayor, members of the Executive, committees and Directors about their decisions and performance, whether generally in comparison with service plans and targets over a period of time, or in relation to their initiatives or projects.
- iv. make recommendations to the City Mayor, Executive, committees and the Council arising from the outcome of the scrutiny process.
- v. review and scrutinise the performance of other public bodies in the area and invite reports from them by requesting them to address the Scrutiny Committee and local people about their activities and performance; and
- vi. question and gather evidence from any person (with their consent). •

**Annual report:** The Overview Select Committee will report annually to Full Council on its work and make recommendations for future work programmes and amended working methods if appropriate. Scrutiny Commissions / committees will report from time to time as appropriate to Council.

The Scrutiny Committees which have currently been established by the Council in accordance with Article 8 of the Constitution are:

- Overview Select Committee (OSC)
- Adult Social Care Scrutiny Commission
- Children, Young People and Education Scrutiny Commission (which also sits as the statutory Education Committee)

- Culture and Neighbourhoods Scrutiny Commission
- Economic Development, Transport and Climate Emergency Scrutiny Commission
- Housing Scrutiny Commission
- Public Health and Health Integration Scrutiny Commission

The key work areas covered by each Scrutiny Commission are to be found here <https://www.leicester.gov.uk/your-council/decisions-meetings-and-minutes/overviewand-scrutiny>

## **SCRUTINY COMMITTEE: OVERVIEW SELECT COMMITTEE**

The Overview Select Committee **will:**

- Scrutinise the work of the City Mayor and Deputy City Mayors and areas of the Council's work overseen by them.
- Consider cross cutting issues such as monitoring of petitions
- Consider cross-cutting issues which span across Executive portfolios.
- Manage the work of Scrutiny Commissions where the proposed work is considered to have impact on more than one portfolio.
- Consider work which would normally be considered by a Scrutiny Commission but cannot be considered in time due to scheduling issues.
- Report annually to Council.
- Be responsible for overseeing the work of scrutiny and the commissions and to refer certain matters to particular commissions as appropriate.

## **SCRUTINY COMMISSIONS**

Scrutiny Commissions **will:**

- Normally undertake overview of Executive work, reviewing items for Executive decision where it chooses.
- Engage in policy development within its remit.
- Normally be attended by the relevant Executive Member(s), who will be a standing invitee.
- Have their own work programme and may make recommendations to the Executive on work areas where appropriate.
- Consider requests by the Executive to carry forward items of work and report to the Executive as appropriate.
- Report on their work to Council from time to time as required.
- Be classed as specific Scrutiny Committees in terms of legislation but will refer cross cutting work to the OSC.

## Proposed Scrutiny Portfolios for 2024/25

The following portfolios for scrutiny as set out in the table below have been proposed for 2024/25. Please note that this is not an exhaustive list but cover many of the main areas of responsibility for each scrutiny body.

Scrutiny Commission	Key areas <i>(Please note this isn't an exhaustive list)</i>	Executive Member(s)	Lead Director(s)
Overview Select Committee	Finance – including budget monitoring Capital Programmes Land and buildings transactions Operational and corporate estate Asset Strategy Digital, Data and Technology Services Corporate Equalities Customer Services Communications/engagement Emergency Management HR	Sir Peter Soulsby - City Mayor (Regeneration, Finance and Resources)  Other Executive members as and when required.	Amy Oliver - Director of Finance  Andrew Shilliam - Director of Corporate Services  Matt Wallace - Director of Estates & Building Services

Scrutiny Commission	Key areas <i>(Please note this isn't an exhaustive list)</i>	Executive Member(s)	Lead Director(s)
	<p>Procurement</p> <p>Revenue and Benefits</p> <p>Other key strategic priorities and key corporate emerging issues that have implications across several or all commission areas.</p> <p>Lead role in scrutinising external bodies/partner organisations that have a major impact on the city</p>		
Adult Social Care	<p>Health Transfers &amp; Discharge</p> <p>Adult Safeguarding</p> <p>Adult Mental Health Issues</p> <p>Adult Social Work</p> <p>Independent Living</p> <p>Contact &amp; Response</p>	Councillor Sarah Russell - Deputy City Mayor with responsibility for Social Care, Health and Community Safety	<p>Laurence Jones – Strategic Director Social Care and Education</p> <p>Kate Galoppi – Director for Adult Social Care and Commissioning</p> <p>Ruth Lake - Director of Adult Social Care &amp; Safeguarding</p>

Scrutiny Commission	Key areas <i>(Please note this isn't an exhaustive list)</i>	Executive Member(s)	Lead Director(s)
	Adaptations & Assistive Technology Dementia Care Learning Disabilities Carers Enablement Services (Shared Lives, Supported Living) ASC Commissioning / market of care and support Health and Care reforms Extra Care Schemes Healthwatch		
Children, Young People and Education	Looked after Children Children in Need Early Help Children's Safeguarding Children's Social Care	Councillor Sarah Russell - Deputy City Mayor with responsibility for Social Care, Health and Community Safety	Laurence Jones – Strategic Director Social Care and Education  Damian Elcock - Director of Children's Social Care and Community Safety  Sophie Maltby – Principal Education Officer

Scrutiny Commission	Key areas <i>(Please note this isn't an exhaustive list)</i>	Executive Member(s)	Lead Director(s)
	<p>Special Educational Needs &amp; Disability</p> <p>Education Sufficiency and Admissions</p> <p>Relationship with Academies and Free Schools</p> <p>Pupil Place Planning &amp; Strategy</p> <p>Pupil Referral Unit</p> <p>Virtual Schools</p> <p>Maintained Schools</p> <p>Governor Services</p> <p>Targeted Youth Support</p> <p>Education Welfare</p> <p>School meals</p> <p>Ofsted inspections</p> <p>Mental Health of children and young people and school service provision</p>	<p>Councillor Elaine Pantling – Assistant City Mayor with responsibility for Education</p>	

Scrutiny Commission	Key areas <i>(Please note this isn't an exhaustive list)</i>	Executive Member(s)	Lead Director(s)
Culture and Neighbourhoods	Heritage and Conservation Arts and Museums Festival & Events Tourism Regulatory Services Community Safety and Protection Pollution Control Community Cohesion and Prevent CCTV Allotments and Community Growing Libraries & Community Centres Ward Community Meetings Waste Management	Councillor Vi Dempster, Assistant City Mayor with responsibility for Culture, Libraries and Community Centres  Councillor Elly Cutkelvin, Deputy City Mayor with responsibility for Housing, Economy and Neighbourhoods  Councillor Sarah Russell - Deputy City Mayor with responsibility for Social Care, Health and Community Safety  Councillor Mustafa Malik, Assistant City Mayor with responsibility for Communities, Adult Learning, Jobs and Skills  Councillor Manjula Sood, Assistant City Mayor with	Mike Dalzell - Director of Tourism, Culture & Inward Investment  Sean Atterbury - Director of Neighbourhood & Environmental Services  Andrew Shilliam – Director of Corporate Services  Damian Elcock - Director of Children's Social Care and Community Safety

Scrutiny Commission	Key areas <i>(Please note this isn't an exhaustive list)</i>	Executive Member(s)	Lead Director(s)
	<p>Cleansing</p> <p>Voluntary and Community Sector strategy/engagement and support</p> <p>Neighbourhood Enforcement Services and activity including</p> <p>Noise Team, Dog Wardens, Pest Control and City Wardens</p> <p>Parks &amp; Open Spaces – including play areas</p> <p>Trees &amp; Woodland</p> <p>Sports and Leisure</p>	responsibility for Community Cohesion	
Economic Development, Transport and Climate Emergency	<p>Planning Enforcement</p> <p>Building &amp; Nature Conservation</p> <p>Highways and Transportation</p> <p>Parking</p> <p>Major Development Projects</p>	<p>Sir Peter Soulsby - City Mayor (Regeneration, Finance and Resources)</p> <p>Councillor Geoff Whittle, Assistant City Mayor with responsibility for Environment and Transport</p>	<p>Andrew Smith - Director of Planning, Development &amp; Transportation</p> <p>Mike Dalzell - Director of Tourism, Culture &amp; Inward Investment</p> <p>Matt Wallace - Director of Estates &amp; Building Services</p>



Scrutiny Commission	Key areas <i>(Please note this isn't an exhaustive list)</i>	Executive Member(s)	Lead Director(s)
	<p>Local Plan</p> <p>Traffic Regulation Orders</p> <p>Street Lighting</p> <p>Environmental protection including air quality, flood planning, natural environment</p> <p>Sustainability and Energy</p> <p>Climate Emergency</p> <p>Air Quality</p> <p>Emergency management/resilience</p> <p>Inward Investment &amp; Place Marketing</p> <p>City Centre projects (including the market)</p> <p>Economic Regeneration</p> <p>Economic Growth</p> <p>Adult Learning</p>	<p>Councillor Mustafa Malik, Assistant City Mayor with responsibility for Communities, Adult Learning, Jobs and Skills</p> <p>Councillor Elly Cutkelvin, Deputy City Mayor with responsibility for Housing, Economy and Neighbourhoods</p>	

Scrutiny Commission	Key areas <i>(Please note this isn't an exhaustive list)</i>	Executive Member(s)	Lead Director(s)
	Jobs and Skills  Leicester, Leicestershire Enterprise Partnership (LLEP)		
Housing	Housing Options (Advice and Support and Homelessness Prevention)  Hostels  Asylum and migration – including refugee resettlement programmes  Private Sector Housing  Social Housing Regulations  Vacant Property Management Voids  Income Management  STAR (Tenancy Support)  Housing Repairs and Maintenance	Councillor Elly Cutkelvin, Deputy City Mayor with responsibility for Housing, Economy and Neighbourhoods	Chris Burgin – Director of Housing

Scrutiny Commission	Key areas <i>(Please note this isn't an exhaustive list)</i>	Executive Member(s)	Lead Director(s)
	Energy Efficiency in homes Tenancy & Estate Management Stores Fleet and Passenger Transport Housing Development & New House Building		
Public Health and Health Integration	Public Health Services and commissioning Lifestyle services (including diabetes, sexual health) Configuration of partner services; including consultations, financial accounts, and procurement of services Care system integration Primary health provision Secondary healthcare provision	Councillor Sarah Russell - Deputy City Mayor with responsibility for Social Care, Health and Community Safety	Rob Howard – Director of Public Health

Scrutiny Commission	Key areas <i>(Please note this isn't an exhaustive list)</i>	Executive Member(s)	Lead Director(s)
	Mental health provision – general Drug and alcohol treatment services Oral Health Health Inequalities Health Emergency Preparedness Health and Care reforms Healthwatch		

## **Membership of the Health and Wellbeing Board 2024/25**

Up to five Elected Members of Leicester City Council (5)

- The Executive Lead Member for Health (1)
- Four Elected Members nominated by the City Mayor (4)

Up to seven representatives of the NHS (7)

- The Chief Executive and three other representatives from the LLR Integrated Care Board (4)
- The Independent Chair of the Integrated Care System (1)
- The Chief Executive of University Hospitals NHS Trust (1)
- The Chief Executive of Leicestershire Partnership NHS Trust (1)

Up to four Officers of Leicester City Council (4)

- The Strategic Director of Social Care and Education (Leicester City Council) (1)
- The Director of Public Health (Leicester City Council) (1)
- A Public Health Consultant leading on improving cross organisational initiatives and communication and developing links with the between system, place and neighbourhood within the Integrated Care System. (1)
- One Officer nominated by the Chief Operating Officer (1)

Up to eight further representatives including Healthwatch Leicester/Other Representatives (8)

- One representative of the Local Healthwatch organisation for Leicester City (1)
- Leicester City Local Policing Directorate, Leicestershire Police (1)
- The Leicester, Leicestershire and Rutland Police and Crime Commissioner (1)
- Chief Fire and Rescue Officer, Leicestershire Fire & Rescue Service (1)
- Two other people that the local authority thinks appropriate, after consultation with the Health and Wellbeing Board (2)
- A representative of the city's sports community (1)
- A representative of the private sector/business/employers (1)



# Item 9

## Calendar of Meetings 2024/25

May 24					
	Monday	Tuesday	Wednesday	Thursday	Friday
			1	2	3
Week 1					
	6	7	8	9	10
Week 2	BANK HOLIDAY				
	13	14	15	16	17
Week 3				5.30pm Annual Council	
	20	21	22	23	24
Week 4					
	27	28	29	30	31
Week 5	BANK HOLIDAY	Half Term	Half Term	Half Term	Half Term

June 24					
	Monday	Tuesday	Wednesday	Thursday	Friday
	3	4	5	6	7
Week 1					
	10	11	12	13	14
Week 2			5.30pm Planning and Development Control Committee	9.30am Health and Wellbeing Board	
	17	18	19	20	21
Week 3			5.30pm Children, Young People and Education Scrutiny Commission	5.30pm Culture and Neighbourhoods Scrutiny Commission	
	24	25	26	27	28
Week 4		10am Licensing Enforcement Sub-Committee 5.30pm Housing Scrutiny Commission	5.30pm Economic Development, Transport and Climate Emergency Scrutiny Commission	5.30pm Adult Social Care Scrutiny Commission	



July 24					
	Monday	Tuesday	Wednesday	Thursday	Friday
	1	2	3	4	5
Week 1		5.30pm Licensing and Public Safety Committee	5.30pm Planning and Development Control Committee	5pm Council	
	8	9	10	11	12
Week 2		5.30pm Public Health and Health Integration Scrutiny Commission	5.30pm Governance and Audit Committee	5.30pm Overview Select Committee	
	15	16	17	18	19
Week 3	SUMMER HOLIDAY				
	22	23	24	25	26
Week 4			5.30pm Planning and Development Control Committee		
	29	30	31		
Week 5		10am Licensing Enforcement Sub-Committee			

August 24					
	Monday	Tuesday	Wednesday	Thursday	Friday
				1	2
Week 1					
	5	6	7	8	9
Week 2					
	12	13	14	15	16
Week 3					
	19	20	21	22	23
Week 4		10am Licensing Enforcement Sub-Committee	5.30pm Planning and Development Control Committee	5.30pm Culture and Neighbourhoods Scrutiny Commission	
		5.30pm Children, Young People, and Education Scrutiny Commission			
	26	27	28	29	30
Week 5	BANK HOLIDAY	5.30pm Housing Scrutiny Commission	5.30pm Economic Development, Transport, and Climate Emergency Scrutiny Commission	5.30pm Adult Social Care Scrutiny Commission	

September 24					
	Monday	Tuesday	Wednesday	Thursday	Friday
	2	3	4	5	6
Week 1					
	9	10	11	12	13
Week 2		5.30pm Public Health and Health Integration Scrutiny Commission	5.30pm Planning and Development Control Committee		
	16	17	18	19	20
Week 3		10am Licensing Enforcement Sub-Committee	5.30pm Governance and Audit Committee	5pm Council	
	23	24	25	26	27
Week 4				9.30am Health and Wellbeing Board 5.30pm Overview Select Committee	
	30				
Week 5					

October 24					
	Monday	Tuesday	Wednesday	Thursday	Friday
		1	2	3	4
Week 1			5.30pm Planning and Development Control Committee		
	7	8	9	10	11
Week 2		5.30pm Standards Committee			
	14	15	16	17	18
Week 3	5pm Corporate Parenting Board				
	21	22	23	24	25
Week 4	HALF TERM		5.30pm Planning and Development Control Committee		
	28	29	30	31	
Week 5		10am Licensing Enforcement Sub-Committee  5.30pm Children, Young People, and Education Scrutiny Commission			

November 24					
	Monday	Tuesday	Wednesday	Thursday	Friday
					1
Week 1					
	4	5	6	7	8
Week 2	5.30pm Culture and Neighbourhoods Scrutiny Commission	5.30pm Public Health and Health Integration Scrutiny Commission	5.30pm Economic Development, Transport, and Climate Emergency Scrutiny Commission		
	11	12	13	14	15
Week 3		5.30pm Housing Scrutiny Commission	5.30pm Planning and Development Control Committee	5.30pm Adult Social Care Scrutiny Commission	
	18	19	20	21	22
Week 4		5.30pm Licensing and Public Safety Committee	5.30pm Governance and Audit Committee	5pm Council	
	25	26	27	28	29
Week 5		10am Licensing Enforcement Sub-Committee			

December 24					
	Monday	Tuesday	Wednesday	Thursday	Friday
	2	3	4	5	6
Week 1	5pm Corporate Parenting Board		5.30pm Planning and Development Control Committee		
	9	10	11	12	13
Week 2				9.30am Health and Wellbeing Board 5.30pm Overview Select Committee	
	16	17	18	19	20
Week 3		10am Licensing Enforcement Sub-Committee			
	23	24	25	26	27
Week 4	School holidays begin		BANK HOLIDAY (Christmas Day)	BANK HOLIDAY (Boxing Day)	EXTRA STATUTORY DAY
	30	31			
Week 5					

January 25					
	Monday	Tuesday	Wednesday	Thursday	Friday
			1	2	3
Week 1			BANK HOLIDAY		
	6	7	8	9	10
Week 2	Schools reopen	5.30pm Housing Scrutiny Commission	5.30pm Economic Development, Transport and Climate Emergency Scrutiny Commission	5.30pm Adult Social Care Scrutiny Commission	
	13	14	15	16	17
Week 3		5.30pm Children, Young People and Education Scrutiny Commission		5.30pm Culture and Neighbourhoods Scrutiny Commission	
	20	21	22	23	24
Week 4	5pm Corporate Parenting Board	5.30pm Public Health and Health Integration Scrutiny Commission	5.30pm Planning and Development Control Committee		
	27	28	29	30	31
Week 5		10am Licensing Enforcement Sub-Committee	5.30pm Governance and Audit Committee	5.30pm Overview Select Committee	

February 25					
	Monday	Tuesday	Wednesday	Thursday	Friday
	3	4	5	6	7
Week 1					
	10	11	12	13	14
Week 2			5.30pm Planning and Development Control Committee		
	17	18	19	20	21
Week 3	Half Term	Half Term	5pm Budget Council	Half Term	Half Term
	24	25	26	27	28
Week 4		10am Licensing Enforcement Sub-Committee  5.30m Children, Young People, and Education Scrutiny Commission  5.30pm Standards Committee		5.30pm Culture and Neighbourhoods Scrutiny Commission	
Week 5					



March 25					
	Monday	Tuesday	Wednesday	Thursday	Friday
	3	4	5	6	7
Week 1			5.30pm Planning and Development Control Committee	9.30am Health and Wellbeing Board	
	10	11	12	13	14
Week 2		5.30pm Licensing and Public Safety Committee	5.30pm Economic Development, Transport, and Climate Emergency Scrutiny Commission	5.30pm Adult Social Care Scrutiny Commission	
	17	18	19	20	21
Week 3		5.30pm Housing Scrutiny Commission	5.30pm Governance and Audit Committee	5pm Council	
	24	25	26	27	28
Week 4		10am Licensing Enforcement Sub-Committee  5.30pm Public Health and Health Integration Scrutiny Commission	5.30pm Planning and Development Control Committee	5.30pm Overview Select Committee	

April 25					
	Monday	Tuesday	Wednesday	Thursday	Friday
		1	2	3	4
Week 1				5.30pm Culture and Neighbourhoods Scrutiny Commission	
	7	8	9	10	11
Week 2		5.30pm Children, Young People and Education Scrutiny Commission			
	14	15	16	17	18
Week 3			5.30pm Planning and Development Control Committee		<b>BANK HOLIDAY (Good Friday)</b>
	21	22	23	24	25
Week 4	<b>BANK HOLIDAY (Easter Monday)</b>	5.30pm Housing Scrutiny Commission	5.30pm Economic Development, Transport and Climate Emergency Scrutiny Commission	5.30pm Adult Social Care Scrutiny Commission	
	28	29	30		
Week 5	5pm Corporate Parenting Board	10am Licensing Enforcement Sub-Committee  5.30pm Public Health and Health Integration Scrutiny Commission			

Possible Ramadan start dates 25 April or 26 April

May 20					
	Monday	Tuesday	Wednesday	Thursday	Friday
				1	2
Week 1				5.30pm Overview Select Committee	
	5	6	7	8	9
Week 2	BANK HOLIDAY		5.30pm Planning and Development Control Committee		
	12	13	14	15	16
Week 3				5pm Annual Council	
	19	20	21	22	23
Week 4					
	26	27	28	29	30
Week 5	BANK HOLIDAY	Half Term	Half Term	Half Term	Half Term

