



Leicester
City Council

MEETING OF THE CABINET

DATE: MONDAY, 31 MARCH 2008

TIME: 1PM

**PLACE: COUNCIL CHAMBER, TOWN HALL, TOWN HALL
SQUARE, LEICESTER**

Members of the Cabinet

Councillor Willmott (Chair)

Councillor Draycott (Vice-Chair)

Councillors Bhatti, Connelly, Corral, Dempster, Kitterick, Osman, Mrs
Sood and Wann

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.**

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Leicester City Council*

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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 Committees, as well as meetings of the full Council.

There are procedures for you to ask questions and make representations to Scrutiny Committees, Area Committees and Council. Please contact Committee Services, as detailed below for further guidance on this.

You also have the right to see copies of agendas and minutes. Agendas and minutes are available on the Council's website at www.cabinet.leicester.gov.uk or by contacting us as detailed below.

Dates of meetings are available at the Customer Service Centre, King Street, Town Hall Reception and on the Website.

There are 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

Meetings are held at the Town Hall. The Meeting rooms are all accessible to wheelchair users. Wheelchair access to the Town Hall is from Horsefair Street (Take the lift to the ground floor and go straight ahead to main reception).

BRAILLE/AUDIO TAPE/TRANSLATION

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

INDUCTION LOOPS

There are induction loop facilities in meeting rooms. Please speak to the Committee Services Officer at the meeting if you wish to use this facility or contact them as detailed below.

General Enquiries - if you have any queries about any of the above or the business to be discussed, please contact Francis Connolly or Steve Garratt in Committee Services on (0116) 229 8812/8813 or email Francis.Connolly@leicester.gov.uk or call in at the Town Hall.

Press Enquiries - please phone the Communications Unit on 252 6081

PUBLIC SESSION

AGENDA

1. APOLOGIES FOR ABSENCE

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. LEADER'S ANNOUNCEMENTS

4. MINUTES OF PREVIOUS MEETING

The minutes of the meetings held on 3 March 2008 and 17 March 2008, have been circulated to Members and the Cabinet is asked to approve them as a correct record.

5. MATTERS REFERRED FROM COMMITTEES

6. AREA COMMITTEE EXPENDITURE

Appendix A

Councillor Draycott submits a report that seeks Cabinet endorsement of spending proposals by Area Committees. Cabinet is recommended to agree the expenditure proposal in Appendix A.

7. FAIR ACCESS TO CARE SERVICES - ACCESS, ELIGIBILITY AND PROVISION OF SOCIAL CARE SERVICES

Appendix B

Councillor Corrall submits a report that addresses the requirement to determine eligibility for services under the Government's guidance on Fair Access to Care Services (FACS), and Cabinet is required to reach an annual decision on where to place the threshold that determines eligibility across all adult and older people's social care services. Cabinet is recommended to agree that the threshold of eligibility should continue to be placed at 'substantial' and 'critical' as indicated in Appendix 1.

The relevant minute extract of the Overview and Scrutiny Management Board held on 13 March 2008 will be circulated as soon as it is available.

8. IMPROVING CORPORATE WASTE RECYCLING AND REDUCING THE USE OF DISPOSABLE CARRIER BAGS IN LEICESTER

Appendix C

Councillor Wann submits a report that seeks Cabinet approval to implement

recycling schemes for all waste arising from Council buildings and depots and to establish a voluntary project with retailers to reduce disposable carrier bag use in the City and to cease using disposable plastic carrier bags in the Council. Cabinet is recommended to support the extension of waste recycling schemes to all council buildings and depots; establish a voluntary project with retailers to reduce disposable plastic carrier bag use in the City; cease the use of disposable plastic carrier bags in the City Council as soon as possible and certainly before the start of the voluntary project and request that regular progress reports are provided to the Cabinet Lead Member for the Environment & Sustainability.

9. TRAFFIC MANAGEMENT ACT 2004 **Appendix D**

Councillor Kitterick submits a report that informs Cabinet of the main changes in parking enforcement being brought about from 31st March by implementation of the provisions contained within Part 6 of the Traffic Management Act 2004. Cabinet is recommended to note the main changes to parking enforcement being introduced by the implementation of the provisions contained within Part 6 of the Traffic Management Act 2004 from 31st March 2008, approve the penalty charge of £50 for a lesser contravention and £70 penalty charge for a more serious contravention, as per the guidelines laid down by the Secretary of State, agree to the enforcement of parking across a dropped footway only where the crossing is clearly marked and that the Town Clerk be authorised to advertise the changes to the penalty charges in accordance with Part 3 of schedule 9 of the Traffic Management Act 2004.

10. IMPROVING ATTENDANCE **Appendix E**

Councillor Draycott submits a report that seeks Cabinet's views on and approval of a strategy to improve attendance in LCC and agrees the financial resources required to deliver the strategy. Cabinet is recommended to approve the strategy in Appendix A with responsibilities and monitoring as set out in paragraph 3.10; adopt the targets in paragraph 3.7; allow Corporate Directors and HR staff to give priority to implementation of the strategy, both in HR processes and in training; request that a further report be brought to Cabinet on sickness absence in school's and request that a further report be brought to Cabinet in June 2008 on revisions to the Council's disciplinary procedure.

11. WARD COMMUNITY MEETINGS **Appendix F**

Councillor Draycott submits a report that informs Cabinet Members of the progress made so far in preparing for ward community meetings. The Cabinet is asked to agree a number of recommendations set out in paragraph 3 of the report.

12. ADMISSIONS ARRANGEMENTS FOR ENTRY IN 2009/10 **Appendix G**

Councillor Dempster submits a report that briefs Cabinet on the outcome of a recent Consultation exercise on Admission Arrangements for 2009/10 and seeks immediate approval for City Council admission arrangements for

2009/10, and updates on performance improvement at Secondary Transfer for September 2008 and draws attention to other possible admission developments for 2009/10. Cabinet is asked to approve a number of recommendations set out in paragraph 1.2 of the report.

The relevant minute extract of the Overview and Scrutiny Management Board held on 13 March 2008 will be circulated as soon as it is available.

13. REVIEW OF CORPORATE GOVERNANCE FRAMEWORK **Appendix H**

Councillor Willmott submits a report that reviews and updates the Authority's Corporate Governance Framework. Cabinet is recommended to review and update the Authority's Corporate Governance Framework as proposed in this report; and agree the use of the Corporate Governance Framework as a tool to support the delivery of the corporate plan and underpinning service delivery plans and to ensure alignment with the medium financial planning strategy including the use of capital.

14. BUSINESS RATES: DISCRETIONARY RATE RELIEF POLICY **Appendix I**

Councillor Willmott submits a report that recommends minor changes to the current discretionary rate relief policy. Cabinet is recommended to consider the report and approve the policy described in this report and attached; approve that all applications be reviewed in 2008, 2010 and every third year thereafter; approve that all applications be reviewed in 2008, 2010 and every third year thereafter; approve that the Chief Finance Officer increase the charity shops threshold rateable value limit by an appropriate percentage following the 2010 revaluation and all subsequent revaluations and approve that the criteria for awarding relief to community / non-profit making organisations be adopted in accordance with that shown in Appendix 1.

15. ANTI-FRAUD AND CORRUPTION POLICY AND STRATEGY **Appendix J**

Councillor Willmott submits a report that presents a revised Anti-Fraud and Corruption Policy and Strategy for approval. Cabinet is recommended to endorse and adopt the revised Anti-Fraud & Corruption Policy and Strategy and Action Plan and agree that responsibility for future review and approval of the anti-fraud, anti-corruption and whistle blowing policies and procedures should be passed to the Audit Committee.

16. CORPORATE RISK MANAGEMENT STRATEGY **Appendix K**

Councillor Willmott submits a report that reviews progress made towards implementing the Council's Corporate Risk Management Strategy and consider the challenges ahead and seeks the agreement and support of Cabinet for the revised Risk Management Policy and Risk Management Strategy as contained in this report. Cabinet is recommended to approve the Risk Management Policy

and Risk Management Strategy and endorse the action plan attached; confirm that the Leader should continue to be the lead Member for Risk Management and actively participate in the development of the Risk Management Strategy and associated action plans; support the delivery of risk briefing for members and agree that responsibility for review and approval of the Risk Management Strategy should be passed to the Audit Committee.

17. PROCUREMENT OF EXTERNAL CASH COLLECTION FACILITIES – ADDENDUM TO ORIGINAL REPORT TO CABINET 17TH SEPTEMBER 2007 [Appendix L](#)

Councillor Bhatti submits a report that presents to Cabinet the recommendations made from the Overview and Scrutiny Management Board on the Procurement of External Cash Collection Facilities, in addition to those included in the original report of the 17th September 2007. Cabinet is recommended to approve the creation of a cross departmental Project Team to facilitate the procurement and implementation of an external collection organisation, with a view to 'go live' on 1st April 2009, to allow for the procurement process and system testing to take place, and the approval that any consideration to closing cash offices at the Neighbourhood Housing Offices is referred to Cabinet and supported by a sound business plan, which clearly details the impact on the local community and explores all the options available for the future use of the building.

The relevant minute extract of the Overview and Scrutiny Management Board held on 13 March 2008 will be circulated as soon as it is available.

18. ANY OTHER URGENT BUSINESS

