



Leicester
City Council

At a meeting of the LEICESTER CITY COUNCIL held at the Town Hall at FIVE O'CLOCK in the afternoon on Thursday, 16 MAY 2019 duly convened for the business hereunder mentioned.

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BUSINESS

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1. **LORD MAYOR'S ANNOUNCEMENTS**
2. **ELECTION OF LORD MAYOR**
3. **ELECTION OF HIGH BAILIFF**
4. **ELECTION OF DEPUTY LORD MAYOR**
5. **APPOINTMENT OF SPIRITUAL ADVISOR TO THE LORD MAYOR**
6. **THANKS TO THE RETIRING LORD MAYOR**
7. **ESTABLISHMENT OF SCRUTINY COMMITTEES AND COMMISSIONS,
REGULATORY AND COUNCIL COMMITTEES**
8. **NOTIFICATION OF EXECUTIVE APPOINTMENTS**
9. **ANNUAL CALENDAR OF MEETINGS**
10. **DATES OF COUNCIL MEETINGS**

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.

Filming and Recording the Meeting

The Council is committed to transparency and supports efforts to record and share reports of proceedings of public meetings through a variety of means, including social media. In accordance with government regulations and the Council's policy, persons and press attending any meeting of the Council open to the public (except Licensing Sub Committees and where the public have been formally excluded) are allowed to record and/or report all or part of that meeting. Details of the Council's policy are available at www.leicester.gov.uk or from Democratic Support.

If you intend to film or make an audio recording of a meeting you are asked to notify the relevant Democratic Support Officer in advance of the meeting to ensure that participants can be notified in advance and consideration given to practicalities such as allocating appropriate space in the public gallery etc.

The aim of the Regulations and of the Council's policy is to encourage public interest and engagement so in recording or reporting on proceedings members of the public are asked:

- ✓ to respect the right of others to view and hear debates without interruption;
- ✓ to ensure that the sound on any device is fully muted and intrusive lighting avoided;
- ✓ where filming, to only focus on those people actively participating in the meeting;
- ✓ where filming, to (via the Chair of the meeting) ensure that those present are aware that they may be filmed and respect any requests to not be filmed.

PRESENT:

ROSS GRANT, LORD MAYOR
CHAIRMAN

SIR PETER SOULSBY – CITY MAYOR

Abbey Ward

MANJIT KAUR SAINI
VIJAY SINGH RIYAIT

Aylestone Ward

ADAM CLARKE
NIGEL CARL PORTER

Beaumont Leys Ward

HEMANT RAE BHATIA
VI DEMPSTER
PAUL THOMAS WESTLEY

Belgrave Ward

PADMINI CHAMUND
NITA SOLANKI
MAHENDRA VALAND

Braunstone Park and Rowley Fields

SUE BARTON
ELAINE HALFORD
KULWINDER SINGH JOHAL

Castle Ward

PATRICK JOSEPH KITTERICK
DANNY MYERS

Evington Ward

DEEPAK BAJAJ
RATILAL BHAGWAN GOVIND
SUE HUNTER

Eyres Monsell Ward

ELAINE PANTLING
KAREN PICKERING

North Evington Ward

LUIS FONSECA
RASHMIKANT JOSHI
JEAN KHOTE

Rushey Mead Ward

PIARA SINGH CLAIR
RITA PATEL
ROSS WILLMOTT

Saffron Ward

WILLIAM SHELTON

Spinney Hills Ward

MISBAH BATOOL
MUSTAFA MALIK

Stoneygate Ward

KIRK MASTER
SHARMEN RAHMAN
AMINUR THALUKDAR

Thurncourt Ward

TERESA ALDRED
STEPHAN GEE

Troon Ward

DIANE CANK

Westcotes Ward

JACKY NANGREAVE
SARAH RUSSELL

Fosse Ward

TED CASSIDY
SUE WADDINGTON

Humberstone and Hamilton Ward

RUMA ALI
GURINDER SINGH SANDHU

Knighton Ward

MELISSA MARCH
DR LYNN MOORE
GEOFF WHITTLE

Western Ward

LINDSAY BROADWELL
GEORGE COLE

Wycliffe Ward

HANIF AQBANY
MOHAMMED DAWOOD

1. LORD MAYOR'S ANNOUNCEMENTS

Election of Councillors

The Monitoring Officer informed Council that elections had been held on 2 May 2019. A full list of the election results and the Members so elected had been published. The Monitoring Officer also reported that each Councillor had made the necessary Declaration of Acceptance of Office.

The Monitoring Officer also noted that elections were held on 2 May 2019 for the City Mayor. Full details of the election results and the person so elected had been published. He therefore presented the City Mayor, Sir Peter Soulsby.

The City Mayor introduced the following new Councillors to the Lord Mayor and Council:

Councillor Ruma Ali	Humberstone and Hamilton
Councillor Lindsay Broadwell	Western
Councillor Stephan Gee	Thurncourt
Councillor Melissa March	Knighton
Councillor Jacky Nangreave	Westcotes
Councillor Karen Pickering	Eyres Monsell
Councillor Sharmen Rahman	Stoneygate
Councillor Manjit Kaur-Saini	Abbey
Councillor Nita Solanki	Belgrave
Councillor Mahendra Valand	Belgrave
Councillor Geoff Whittle	Knighton

Attack in Sri Lanka

The Lord Mayor reflected upon recent attacks in Sri Lanka where people lost their lives due to attacks taking in places of worship and hotels. He also noted that retaliatory attacks had also taken place. He noted that such acts of hate and intolerance had no place in today's society and invited the meeting to stand for a minute's silence in remembrance of the victims of the violence and its aftermath.

2. ELECTION OF LORD MAYOR

Moved by Councillor Cank, seconded by the City Mayor and carried:

That Councillor Annette Byrne be elected to the Office of Lord Mayor of the City for the coming year.

Councillor Annette Byrne, Lord Mayor of Leicester took the Chair.

3. ELECTION OF HIGH BAILIFF

Moved by Councillor Cank, seconded by the City Mayor and carried:

That Councillor Paul Westley be elected to the office of High Bailiff for the coming year.

4. ELECTION OF DEPUTY LORD MAYOR

Moved by Councillor Cank, seconded by the City Mayor and carried:

That Councillor Deepak Bajaj be appointed Deputy Lord Mayor for the coming year.

5. APPOINTMENT OF LORD MAYOR'S SPIRITUAL ADVISER

The Lord Mayor informed Council that she had appointed Father Martin Hardy as her Spiritual Advisor.

The Lord Mayor asked Father Martin to read a prayer, which he duly did.

6. THANKS TO THE RETIRING LORD MAYOR

Moved by Councillor Moore, seconded by the City Mayor and carried:

Thank you, my Lord Mayor. I'm happy to propose this vote of thanks, I'll try not to go on for too long because I know you all want to get to the samosas at City Hall. Ross Grant, what a rubbish Lord Mayor, not! Actually, Ross has been a terrific Lord Mayor. As first citizen of Leicester he has presided with due and impressive dignity over many civic occasions, especially when he got his new hat. His team have organised a programme of most enjoyable events, happy to say I was invited to many, afford myself of several cups of tea and slices of cake in the Lord Mayors parlour, served by the ever-reliable Chris, but I have to say that one of the most impressive was the Lady Mayoress's coffee morning. I've never seen so much delicious cake and high-quality coffee consumed by so many famous and worthy celebrities in so little a space of time, and of course it did raise a large sum for Ross's charity, the Laura centre. Thanks are due also to Yasmin and Zara and Harris for their support, and it was delightful to see the children running around in that space in the tea room, but perhaps the most impressive thing from my point of view has been Ross's chairing of the Council meetings. Right from the start he was authoritative, firm and fair. He really does deserve credit for this. Taking year 9 for the last period on a Friday afternoon for Personal and Social Education would be a walk in the park compared to controlling us rabble. He even enforced the five minute rule, I should know, I was one of the first to suffer, when he wouldn't allow me to continue giving the City Mayor statistics on the length of time taken to get a real person on the phone when ringing the City Council. Don't worry Peter, I will return to this, and I hope Annette will let me finish. Seriously though, Ross is that most special of Councillors, someone who rises above and beyond tribal party politics to put the interests of his constituents first. Pragmatic, industrious, consultative, sharing the compassionate side of Conservatism all too rare at the moment, so it has been easy for me to work constructively with him for Knighton, and it has been an absolute privilege. I have to keep saying to myself: 'Don't mention the election', but it is witness to Ross's integrity that so many people have paid tribute to him upon the loss of his seat, due not through any lack of dedication on his part, but to the unpopularity of the government, and forgive me for saying it, Labour's hard work in the campaign. I'm just very glad, on Ross's behalf, that he was given the opportunity to be Lord Mayor, to add to an already splendid record of service by the way he has conducted himself this year in representing the city. I'm sure Annette will be the first to agree, with me, that he will be a hard act to follow. Ross, on behalf of us all, we wish you well, and we thank you for being in the Premier League of Leicester's illustrious Lord Mayors. My Lord Mayor, I move.

7. ESTABLISHMENT OF SCRUTINY COMMITTEES AND COMMISSIONS, REGULATORY AND COUNCIL COMMITTEES

Moved by Councillor Cank, seconded by the City Mayor and carried:

I moved that the technical resolution regarding the formation of the Overview Select Committee and Scrutiny Commissions and Regulatory and Council Committees as printed on the Council Script in italics, be approved.

Technical Resolution – Scrutiny Committee, Commissions & Regulatory and Council Committees

(i) That the:-

- Overview Select Committee
- Adult Social Care Scrutiny Commission
- Children, Young People and Schools Scrutiny Commission
- Economic Development, Transport and Tourism Scrutiny Commission
- Health and Wellbeing Scrutiny Commission
- Heritage, Culture, Leisure and Sport Scrutiny Commission
- Housing Scrutiny Commission and
- Neighbourhood Services Scrutiny Commission

all be established in accordance with the existing Terms of Reference, the size of each being in accordance with the lists circulated to all Members (available at the meeting and attached to these minutes at Appendix A), it being noted that any remaining places will be filled in accordance with relevant procedures and in consultation with the relevant Members.

(ii) That the

- Audit and Risk 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 the existing Terms of Reference, except for the Health and Wellbeing Board (where an amended Terms of Reference is attached to these minutes at Appendix B), the size of each being in accordance with the lists circulated to all Members (available at the meeting and attached to these minutes at Appendix A), it being noted that the remaining places will be filled in accordance with relevant procedures and in consultation with the relevant Members.

(iii) That the Chairs and Vice-Chairs (as appropriate) of the bodies listed in parts (i) and (ii) above be in accordance with the lists circulated to all Members (available at the meeting and attached to these minutes at Appendix A); and

(iv) 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.

8. NOTIFICATION OF EXECUTIVE APPOINTMENTS

The City Mayor asked Council to note the Executive appointments as detailed in the list available at the meeting (and attached to these minutes at Appendix A.)

9. ANNUAL CALENDAR OF MEETINGS

Moved by Councillor Cank, seconded by the City Mayor and carried:

that the cycle of meetings of the Scrutiny, Regulatory and Council Committees be confirmed as set out in the schedule of meetings (available at the meeting and attached as Appendix C to these minutes.)

10. DATES OF COUNCIL MEETINGS

Moved by Councillor Cank, seconded by the City Mayor and carried:

That the Annual Meeting in 2020 be held on 21 May 2020, that Council meet on Wednesday 19 February 2020 to consider the estimates for 2020/21, and that ordinary meetings of Council be held on the dates indicated on the Council Script, ie:

13 June 2019
3 October 2019
14 November 2019
23 January 2020
19 March 2020

Close of Meeting

The Lord Mayor declared the meeting closed at 6.02pm.

APPENDIX A

CITY MAYOR AND EXECUTIVE

City Mayor	–	Sir Peter Soulsby
Deputy City Mayors	–	Councillor Piara Singh Clair Councillor Adam Clarke Councillor Sarah Russell
Assistant City Mayors	–	Councillor Elly Cutkelvin Councillor Vi Dempster Councillor Mustafa Malik Councillor Kirk Master Councillor Danny Myers Councillor Rita Patel

PLANNING AND DEVELOPMENT CONTROL COMMITTEE

CHAIR	Councillor Riyait
VICE CHAIR	Councillor Aldred
	7 Labour Group places
	1 Non-group place

Composition:

Labour 10
Non-grouped 1

LICENSING AND PUBLIC SAFETY COMMITTEE

CHAIR	Councillor Hunter
VICE CHAIR	Councillor Singh Johal
VICE CHAIR	Councillor Pickering
	6 Labour Group places
	1 Non-group place

Composition

Labour 9
Non-grouped 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.

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.

AUDIT AND RISK COMMITTEE

CHAIR	Councillor Pantling
VICE-CHAIR	To Be Confirmed at a later date
	5 Labour Group places
	1 Non-group place

Composition

Labour 7
Non-grouped 1

HEALTH AND WELLBEING BOARD

CHAIR	Councillor Dempster
	Councillor Clair
	Councillor Cutkelvin
	Councillor Myers
	Councillor Russell

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 six representatives of the NHS

Up to four Officers of Leicester City Council

Up to eight further representatives including Healthwatch Leicester / Other Representatives

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.

CHAIR	Councillor Barton
VICE CHAIR	Councillor Shelton
	2 Labour Group places
	1 Non-group place
INDEPENDENT MEMBER	Fiona Barber
INDEPENDENT MEMBER	Mike Galvin
INDEPENDENT MEMBER	Jayne Kelly
INDEPENDENT MEMBER	Alison Lockley
INDEPENDENT MEMBER	Simon Smith

Composition

Labour 4
Non-grouped 1

OVERVIEW SELECT COMMITTEE

CHAIR	Councillor Cassidy
VICE CHAIR	Councillor Joel
	7 Labour Group places
	1 Non-group place

Composition

Labour 9
Non-grouped 1

ADULT SOCIAL CARE SCRUTINY COMMISSION

CHAIR	Councillor Joshi
VICE CHAIR	Councillor March
	5 Labour Group places
	1 Non-group place

Composition

Labour 7
Non-grouped 1

CHILDREN, YOUNG PEOPLE & SCHOOLS SCRUTINY COMMISSION

CHAIR	Councillor Dawood
VICE CHAIR	Councillor Cole
	5 Labour Group places
	1 Non-group place
CO-OPTED MEMBER: Roman Catholic Diocese	Gerry Hirst
CO-OPTED MEMBER: Church of England Diocese	Carolyn Lewis
CO-OPTED MEMBER: Parent Governor Representative Primary Schools	Mohit Sharma
CO-OPTED MEMBER: Parent Governor Representative Secondary Schools	Vacant

Composition

Labour 7
Non-grouped 1
Up to 4 co-opted members

**ECONOMIC DEVELOPMENT, TRANSPORT AND TOURISM SCRUTINY
COMMISSION**

CHAIR	Councillor Waddington
VICE CHAIR	Councillor Sandhu
	5 Labour Group places
	1 Non-group place

Composition

Labour 7
Non-grouped 1

HERITAGE, CULTURE LEISURE AND SPORT SCRUTINY COMMISSION

CHAIR	Councillor Halford
VICE CHAIR	Councillor Bajaj
	5 Labour Group places
	1 Non-group place

Composition

Labour 7
Non-grouped 1

HEALTH & WELLBEING SCRUTINY COMMISSION

CHAIR	Councillor Kitterick
VICE CHAIR	Councillor Fonseca
	5 Labour Group places
	1 Non-group place

Composition

Labour 7
Non-grouped 1

HOUSING SCRUTINY COMMISSION

CHAIR	Councillor Westley
VICE CHAIR	Councillor Nangreave
	5 Labour Group places
	1 Non-group place

Composition

Labour 7
Non-grouped 1

NEIGHBOURHOOD SERVICES SCRUTINY COMMISSION

CHAIR	Councillor Khote
VICE CHAIR	Councillor Thalukdar
	5 Labour Group places
	1 Non-group place

Composition

Labour 7
Non-grouped 1

APPENDIX B

Leicester City Health and Wellbeing Board

Terms of Reference

Introduction

In line with the Health and Social Care Act 2012, the Health & Wellbeing Board is established as a Committee of Leicester City Council.

The Health & Wellbeing Board operated in shadow form since August 2011. In April 2013, the Board became a formally constituted Committee of the Council with statutory functions and met for the first time on 11 April 2013.

1 Aim

To achieve better health, wellbeing and social care outcomes for Leicester City's population and a better quality of care for patients and other people using health and social services.

2 Objectives

- 2.1 To provide strong local leadership for the improvement of the health and wellbeing of Leicester's population and in work to reduce health inequalities.
- 2.2 To lead on improving the strategic coordination of commissioning across NHS, adult social care, children's services and public health services.
- 2.3 To maximise opportunities for joint working and integration of services using existing opportunities and processes and prevent duplication or omission.
- 2.4 To provide a key forum for public accountability of NHS, public health, social care for adults and children and other commissioned services that the Health & Wellbeing Board agrees are directly related to health and wellbeing.

3 Responsibilities

- 3.1 Working jointly, to identify current and future health and wellbeing needs across Leicester City through revising the Joint Strategic Needs Assessment (JSNA) as and when required. Preparing the JSNA is a statutory duty of Leicester City Council and Leicester City Clinical Commissioning Group.

- 3.2 Develop and agree the priorities for improving the health and wellbeing of the people of Leicester and tackling health inequalities.
- 3.3 Prepare and publish a Joint Health and Wellbeing Strategy (JHWS) that is evidence based through the work of the Joint Strategic Needs Assessment (JSNA) and supported by all stakeholders. This will set out strategic objectives, ambitions for achievement and how we will be jointly held to account for delivery. Preparing the JHWS is a statutory duty of Leicester City Council and Leicester City Clinical Commissioning Group.
- 3.4 Save in relation to agreeing the JSNA, JHWS and any other function delegated to it from time to time, the Board will discharge its responsibilities by means of recommendation to the relevant partner organisations, who will act in accordance with their respective powers and duties.
- 3.5 Ensure that all commissioners of services relevant to health and wellbeing take appropriate account of the findings of the Joint Strategic Needs Assessment and demonstrate strategic alignment between the JHWS and each organisation's commissioning plans.
- 3.6 Ensure that all commissioners of services relevant to health and wellbeing demonstrate how the JHWS has been implemented in their commissioning decisions.
- 3.7 To monitor, evaluate and annually report on the Leicester City Clinical Commissioning Group performance as part of the Clinical Commissioning Groups annual assessment by the national Commissioning Board.
- 3.8 Review performance against key outcome indicators and be collectively accountable for outcomes and targets specific to performance frameworks within the NHS, Local Authority and Public Health.
- 3.9 Ensure that the work of the Board is aligned with policy developments both locally and nationally.
- 3.10 Provide an annual report from the Health and Wellbeing Board to the Leicester City Council Executive and to the Board of Leicester City Clinical Commissioning Group to ensure that the Board is publicly accountable for delivery.
- 3.11 Oversee progress against the Health and Wellbeing Strategy and other supporting plans and ensure action is taken to improve outcomes.
- 3.12 The Board will not exercise scrutiny duties around health and adult social care directly. This will remain the role of the relevant Scrutiny Commissions of Leicester City Council. Decisions taken and work progressed by the Health & Wellbeing Board will be subject to scrutiny by relevant Scrutiny Commissions of Leicester City Council.

- 3.13 The Board will need to be satisfied that all commissioning plans demonstrate compliance with the Equality Act 2010, improving health and social care services for groups within the population with protected characteristics and reducing health inequalities.
- 3.14 The Board will agree Better Care Fund submissions and have strategic oversight of the delivery of agreed programmes.

4 Membership

Members:

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 six representatives of the NHS (6)

- The Co -Chair of the Leicester City Clinical Commissioning Group (1)
- A further GP representative of the Leicester City Clinical Commissioning Group (1)
- The Managing Director of the Leicester City Clinical Commissioning Group (1)
- The Locality Director Central NHS England – Midlands and East (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)
- Two Officers nominated by the Chief Operating Officer (2)

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)

5 Quorum & Chair

5.1 For a meeting to take place there must be at least six members of the Board present and at least one representative from each of the membership sections:

- Leicester City Council (Elected Member)
- Leicester City Clinical Commissioning Group or NHS England
- One senior officer member from Leicester City Council

- Local Healthwatch/Other Representatives
- 5.2 Where a meeting is inquorate those members in attendance may meet informally but any decisions shall require appropriate ratification at the next quorate meeting of the Board.
- 5.3 Where any member of the Board proposes to send a substitute to a meeting, that substitute's name shall be properly nominated by the relevant 'parent' person/body, and submitted to the Chair in advance of the meeting. The substitute shall abide by the Code of Conduct.
- 5.4 The City Council has nominated the Executive Lead for Health to Chair the Board. Where the Executive Lead for Health is unable to chair the meeting, then one of the other Elected Members shall chair (noting that at least one Elected Member must be present in order for the meeting to be declared quorate)

6 Voting

- 6.1 The City Council at its meeting on 29 May 2014 resolved to disapply Section 13(1A) of the Local Government and Housing Act 1989 such that the four local authority officers on the Board will not exercise voting rights.
- 6.2 Any representatives of bodies asked to attend meetings of the Board as 'Standing Invitees' by the Board shall not have a vote.
- 6.3 All other members will have an equal vote.
- 6.4 Decision-making will be achieved through consensus reached amongst those members present. Where a vote is required decisions will be reached through a majority vote of voting members; where votes are equal the chair will have a second and casting vote.

7 Code of conduct and member responsibilities

All voting members are required to comply with Leicester City Council's Code of Conduct, including submitting a Register of Interests.

In addition, all members of the Board will commit to the following roles, responsibilities and expectations:

- 7.1 Commit to attending the majority of meetings.
- 7.2 Uphold and support Board decisions and be prepared to follow through actions and decisions obtaining the necessary financial approval from their organisation for the Board proposals and declaring any conflict of interest.
- 7.3 Be prepared to represent the Board at stakeholder events and support the agreed consensus view of the Board when speaking on behalf of the Board to other parties. Champion the work of the Board in their wider networks and in community engagement activities.

- 7.4 To participate in Board discussion to reflect views of their partner organisations, being sufficiently briefed to be able to make recommendations about future policy developments and service delivery.
- 7.5 To ensure that there are communication mechanisms in place within the partner organisations to enable information about the priorities and recommendations of the Board to be effectively disseminated.

8 Agenda and Meetings

- 8.1 Administration support will be provided by Leicester City Council.
- 8.2 There will be standing items on each agenda to include:
- Declarations of Interest
 - Minutes of the Previous Meeting
 - Matters Arising
 - Updates from each of the working subgroups of the Health & Wellbeing Board.
- 8.3 Meetings will be held a minimum of four times a year and the Board will meet in public and comply with the Access to Information procedures as outlined in Part 4b of the Council's Constitution.

Version 9.5

APPENDIX C (Calendar of Meetings)

May 19					
	Monday	Tuesday	Wednesday	Thursday	Friday
			1	2	3
Week 1					
	6	7	8	9	10
Week 2	Ramadan starts BANK HOLIDAY	4.00pm Member Training Welcome event	5.30pm Member Training Personal Resilience	Yom Ha'atzmaut 4.30pm Member Training IT Introduction /Support	
	13	14	15	16	17
Week 3		5.30pm Member Training Code of Conduct		5.00pm Annual Council	
	20	21	22	23	24
Week 4	5.30pm Member Training How Do I Find It Where Do I Go Customer Services	5.30pm Member Training Safeguarding A Member's Role	5.30 pm Mandatory Training for members of Planning & Development Control Committee	EUROPEAN ELECTION	
	27	28	29	30	31
Week 5	BANK HOLIDAY	Half Term 5.30pm Member Training Corporate Parenting	Half Term 5.30pm Planning & Development Control Committee	Half Term 5.30pm Member Training Introduction to Scrutiny	Half Term

June 19					
	Monday	Tuesday	Wednesday	Thursday	Friday
	3	4	5	6	7
Week 1		Eid ul Fitr Festival 9.30am Licensing Enforcement Sub-Committee 5.30pm Member Training Introduction to Benefits Service	Eid ul Fitr Festival	Eid ul Fitr Festival 5.30pm Member Training Freedom of Information and Data Protection	
	10	11	12	13	14
Week 2	5.30pm Member Training Councillor Enquiry System		5.30pm Audit & Risk Committee	4.00pm Member Training The First 30 Days 5.00pm Council	
	17	18	19	20	21
Week 3	5.30pm Member Training How Council Meetings Work	5.30pm Heritage, Culture, Leisure & Sport Scrutiny Commission	5.30pm Planning & Development Control Committee	5.30pm Overview Select Committee	
	24	25	26	27	28
Week 4	5.30pm Member Training Executive Decision Making	5.30pm Children, Young People & Schools Scrutiny Commission	5.30pm Member Training Adult Social Care	10.30am Health and Wellbeing Board 5.30pm Economic Development Transport & Tourism Scrutiny Commission	

July 19					
	Monday	Tuesday	Wednesday	Thursday	Friday
	1	2	3	4	5
Week 1	5.30pm Member Training Crowd Fund Leicester	9.30am Licensing Enforcement Sub- Committee 5.30pm Member Training Housing What A Ward Councillor Needs to Know	5.30pm Neighbourhood Services & Community Involvement Scrutiny Commission	5.30pm Health & Wellbeing Scrutiny Commission	
	8	9	10	11	12
Week 2	5.30pm Housing Scrutiny Commission	5.30pm Licensing & Public Safety Committee	5.30pm Planning & Development Control Committee	5.30pm Member Training Planning What A Ward Councillor Needs to Know	
	15	16	17	18	19
Week 3	School holidays begin	5.30pm Adult Social Care Scrutiny Commission	5.30pm Member Training Equality and Diversity		
	22	23	24	25	26
Week 4		5.30pm Member Training Children's Services	5.30pm Audit & Risk Committee		
	29	30	31		
Week 5			5.30pm Planning & Development Control Committee		

August 19					
	Monday	Tuesday	Wednesday	Thursday	Friday
				1	2
Week 1					
	5	6	7	8	9
Week 2		9.30am Licensing Enforcement Sub- Committee			
	12	13	14	15	16
Week 3	Eid ul Adha				
	19	20	21	22	23
Week 4		5.30pm Heritage, Culture, Leisure & Sport Scrutiny Commission	5.30pm Planning & Development Control Committee	5.30pm Economic Development Transport & Tourism Scrutiny Commission	
	26	27	28	29	30
Week 5	BANK HOLIDAY	5.30pm Children, Young People & Schools Scrutiny Commission	5.30pm Member Training Libraries Community Centres and support for Ward Meetings and Bids	Schools Reopen 5.30pm Health & Wellbeing Scrutiny Commission	

Eid Al Adha 11/8 - 14/8

September 19					
	Monday	Tuesday	Wednesday	Thursday	Friday
	2	3	4	5	6
Week 1	5.30pm Member Training Licensing What A Ward Member Needs to Know	9.30am Licensing Enforcement Sub- Committee	5.30pm Neighbourhood Services & Community Involvement Scrutiny Commission		
	9	10	11	12	13
Week 2		5.30pm Adult Social Care Scrutiny Commission	5.30pm Planning & Development Control Committee		
	16	17	18	19	20
Week 3	LibDem Conference 5.30pm Housing Scrutiny Commission	LibDem Conference	5.30pm Audit & Risk Committee	10.30am Health and Wellbeing Board 5.30pm Overview Select Committee	
	23	24	25	26	27
Week 4	Labour Conference	Labour Conference	Labour Conference	5.30pm Member Training Defibrillator Training	
	30				
Week 5	Rosh Hoshanah Conservative Conference				

October 19					
	Monday	Tuesday	Wednesday	Thursday	Friday
		1	2	3	4
Week 1		End of Rosh Hoshanah Conservative Conference 9.30am Licensing Enforcement Sub-Committee	Conservative Conference 5.30pm Planning & Development Control Committee	5.00pm Council	
	7	8	9	10	11
Week 2		5.30pm Heritage, Culture, Leisure & Sport Scrutiny Commission	Yom Kippur 5.30pm Member Training Managing Difficult and Challenging Situations	5.30pm Health & Wellbeing Scrutiny Commission	
	14	15	16	17	18
Week 3	Half Term	Half Term 5.30pm Children, Young People & Schools Scrutiny Commission	Half Term 5.30pm Economic Development Transport & Tourism Scrutiny Commission	Half Term 5.30pm Member Training Armed Forces Covenant	Half Term
	21	22	23	24	25
Week 4		5.30pm Licensing & Public Safety Committee	5.30pm Planning & Development Control Committee	5.30pm Member Training Introduction to Council Finance	
	28	29	30	31	
Week 5	Nutan Varshabhinandan	Diwali Festival 5.30pm Adult Social Care Scrutiny Commission	Diwali Festival 5.30pm Neighbourhood Services & Community Involvement Scrutiny Commission	Diwali Festival	

Diwali Lights Switch-On – 13 October
 Diwali - 27 October

November 19					
	Monday	Tuesday	Wednesday	Thursday	Friday
					1
Week 1					
	4	5	6	7	8
Week 2	5.30pm Housing Scrutiny Commission	9.30am Licensing Enforcement Sub- Committee		5.30pm Member Training Substance Misuse Service	
	11	12	13	14	15
Week 3			5.30 pm Planning & Development Control Committee	5.00pm Council	
	18	19	20	21	22
Week 4		5.30pm Member Training Your Neighbourhood Services – What A Ward Member Needs to Know	5.30pm Audit & Risk Committee	Christmas Lights Switch On Event	
	25	26	27	28	29
Week 5				10.30am Health and Wellbeing Board 5.30pm Overview Select Committee	

December 19					
	Monday	Tuesday	Wednesday	Thursday	Friday
	2	3	4	5	6
Week 1	5.30pm Member Training Sexual Exploitation Awareness	9.30am Licensing Enforcement Sub- Committee 5.30pm Heritage, Culture, Leisure & Sport Scrutiny Commission	5.30pm Economic Development Transport & Tourism Scrutiny Commission	5.30pm Health & Wellbeing Scrutiny Commission	
	9	10	11	12	13
Week 2		5.30pm Children, Young People & Schools Scrutiny Commission	5.30 pm Planning & Development Control Committee	5.30pm Member Training Transport and Highways Overview	
	16	17	18	19	20
Week 3		5.30pm Adult Social Care Scrutiny Commission			
	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 20					
	Monday	Tuesday	Wednesday	Thursday	Friday
			1	2	3
Week 1			BANK HOLIDAY		
	6	7	8	9	10
Week 2	5.30pm Housing Scrutiny Commission	Schools reopen 9.30am Licensing Enforcement Sub- Committee	5.30pm Planning & Development Control Committee	5.30pm Member Training PREVENT	
	13	14	15	16	17
Week 3		5.30pm Member Training Questioning and Analysing Techniques for Scrutiny	5.30pm Neighbourhood Services & Community Involvement Scrutiny Commission	5.30pm Overview Select Committee	
	20	21	22	23	24
Week 4		5.30pm Heritage, Culture, Leisure & Sport Scrutiny Commission		5.00pm Council	
	27	28	29	30	31
Week 5		5.30pm Children, Young People & Schools Scrutiny Commission	5.30pm Planning & Development Control Committee	5.30pm Health & Wellbeing Scrutiny Commission	

February 20					
	Monday	Tuesday	Wednesday	Thursday	Friday
	3	4	5	6	7
Week 1		9.30am Licensing Enforcement Sub- Committee 5.30pm Adult Social Care Scrutiny Commission	5.30pm Economic Development Transport & Tourism Scrutiny Commission	5.30pm Member Training Entrepreneurial Councils	
	10	11	12	13	14
Week 2		5.30pm Licensing & Public Safety Committee			
	17	18	19	20	21
Week 3	Half Term 5.30pm Housing Scrutiny Commission	Half Term 5.30pm Planning & Development Control Committee	Half Term 5.00pm Council - Budget	Half Term	Half Term
	24	25	26	27	28
Week 4		5.30pm Member Training Economic Development		10.30am Health and Wellbeing Board	
Week 5					

March 20					
	Monday	Tuesday	Wednesday	Thursday	Friday
	2	3	4	5	6
Week 1		9.30am Licensing Enforcement Sub- Committee	5.30pm Neighbourhood Services & Community Involvement Scrutiny Commission	5.30pm Overview Select Committee	
	9	10	11	12	13
Week 2		5.30pm Heritage, Culture, Leisure & Sport Scrutiny Commission	5.30pm Planning & Development Control Committee	5.30pm Member Training Mental Health	
	16	17	18	19	20
Week 3			5.30pm Economic Development Transport & Tourism	5.00pm Council	
	23	24	25	26	27
Week 4		5.30pm Children, Young People & Schools Scrutiny Commission	5.30pm Audit & Risk Committee	5.30pm Member Training First Aid for Members	
	30	31			
Week 5		5.30pm Adult Social Care Scrutiny Commission			

April 20					
	Monday	Tuesday	Wednesday	Thursday	Friday
			1	2	3
Week 1			5.30pm Member Training Regeneration and Development Projects	5.30pm Health & Wellbeing Scrutiny Commission	
	6	7	8	9	10
Week 2	School holidays begin	9.30am Licensing Enforcement Sub- Committee	5.30pm Planning & Development Control Committee	Maundy Thursday	BANK HOLIDAY (Good Friday)
	13	14	15	16	17
Week 3	BANK HOLIDAY (Easter Monday)	Vaisakhi		5.30pm Member Training Heritage, Strategy, Legislation and Guidance	
	20	21	22	23	24
Week 4	Schools reopen 5.30pm Housing Scrutiny Commission	5.30pm Licensing & Public Safety Committee	5.30pm Neighbourhood Services & Community Involvement Scrutiny Commission		Possible Ramadan start date
	27	28	29	30	
Week 5		5.30pm Standards Committee	Yom Ha'atzmaut 5.30pm Planning & Development Control Committee	10.30am Health and Wellbeing Board 5.30pm Overview Select Committee	

Possible Ramadan start dates 25 April or 26 April

May 20					
	Monday	Tuesday	Wednesday	Thursday	Friday
					1
Week 1					
	4	5	6	7	8
Week 2	BANK HOLIDAY				
	11	12	13	14	15
Week 3			5.30pm Planning & Development Control Committee		
	18	19	20	21	22
Week 4				5.00pm Annual Council	
	25	26	27	28	29
Week 5	BANK HOLIDAY	Half Term	Half Term	Half Term	Half Term

Eid ul Fitr Festival 24 -25 May

