



Leicester
City Council

**MEETING OF THE NEIGHBOURHOOD SERVICES AND COMMUNITY
INVOLVEMENT SCRUTINY COMMISSION**

DATE: WEDNESDAY, 4 JULY 2018

TIME: 5:30 pm

**PLACE: Meeting Room G.01, Ground Floor, City Hall, 115
Charles Street, Leicester, LE1 1FZ**

Members of the Commission

Councillor Gugnani (Chair)

Councillor Thalukdar (Vice-Chair)

Councillors Aqbany, Govind, Halford, Hunter and Waddington
(1 unallocated non-grouped place)

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

Elaine Baker

For Monitoring Officer

Officer contacts:

Jerry Connolly (Scrutiny Policy Officer)

Elaine Baker (Democratic Support Officer),

Tel: 0116 454 6355, e-mail: elaine.baker@leicester.gov.uk

Leicester City Council, City Hall, 115 Charles Street, Leicester, LE1 1FZ

Information for members of the public

Attending meetings and access to information

You have the right to attend 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 www.cabinet.leicester.gov.uk, from the Council's Customer Service Centre or by contacting us using the details below.

Making meetings accessible to all

Wheelchair access – Public meeting rooms at the City Hall are accessible to wheelchair users. Wheelchair access to City Hall is from the middle entrance door on Charles Street - press the plate on the right hand side of the door to open the door automatically.

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

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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.

Further information

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

Elaine Baker, Democratic Support Officer on 0116 454 6355.

Alternatively, email elaine.baker@leicester.gov.uk, or call in at City Hall.

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

PUBLIC SESSION

AGENDA

FIRE / EMERGENCY EVACUATION

If the emergency alarm sounds, you must evacuate the building immediately by the nearest available fire exit and proceed to the area outside the Ramada Encore Hotel on Charles Street as directed by Democratic Services staff. Further instructions will then be given.

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

Members are asked to declare any interests they may have in the business to be discussed.

3. MINUTES OF THE PREVIOUS MEETING

Appendix A

The Minutes of the meeting of the Neighbourhood Services and Community Involvement Scrutiny Commission held on 28 March 2018 are attached and Members are asked to confirm them as a correct record.

4. PROGRESS ON ACTIONS AGREED AT THE LAST MEETING

To note progress on actions agreed at the previous meeting and not reported elsewhere on the agenda (if any).

5. TERMS OF REFERENCE

Appendix B

Members are asked to note the Terms of Reference for the Neighbourhood Services and Community Involvement Scrutiny Commission, (attached)

6. MEMBERSHIP OF THE COMMISSION 2018/19

Members are asked to note the membership of the Commission for 2018/19:

Councillor Gugnani (Chair)
Councillor Thalukdar (Vice-Chair)
Councillor Aqbany
Councillor Govind
Councillor Halford
Councillor Hunter
Councillor Waddington
(1 non-grouped place currently unallocated)

7. DATES OF COMMISSION MEETINGS 2018/19

Members are asked to note that meetings of the Commission for the 2018/19 municipal year are scheduled to be held on:-

Wednesday 4 July 2018
Wednesday 5 September 2018
Wednesday 17 October 2018
Wednesday 5 December 2018
Wednesday 23 January 2019
Wednesday 20 March 2019

9. PETITIONS

The Monitoring Officer to report on the receipt of any petitions submitted in accordance with the Council's procedures.

10. QUESTIONS, REPRESENTATIONS AND STATEMENTS OF CASE

The Monitoring Officer to report on the receipt of any questions, representations and statements of case submitted in accordance with the Council's procedures.

11. PORTFOLIO OVERVIEW JULY 2018

Appendix C

The Director of Neighbourhood and Environmental Services, Director of Finance and Director of Delivery, Communications and Political Governance submit a report providing an overview of the key areas and services related to the Neighbourhood Services and Community Involvement Scrutiny Commission. The Commission is recommended to note the report and use the information to help inform its work programme for the coming municipal year.

12. WASTE MANAGEMENT SERVICES OVERVIEW

Appendix D

The Director of Neighbourhood and Environmental Services submits a report providing an overview of waste services provided by the City Council's Waste Management Services and highlights some of the challenges facing those services. The Commission is recommended to comment on the services provided, noting the challenges facing the service.

13. REGULATION OF LEICESTER'S FOOD BUSINESS SECTOR - THE SERVICE PLAN 2018/19

Appendix E

The Director of Neighbourhood and Environmental Services submits a report introducing the draft Food Service Plan 2018/19 and providing information including the food sector from a food law regulatory perspective, proposed food law regulatory interventions for 2018/19 and key issues in the development of the national framework in response to the growth and diversity of the food

industry and reduced local authority budgets.

The Commission is recommended to note the work undertaken by Leicester City Council's Food Safety Team and comment on issues raised and the proposed work programme.

14. WORK PROGRAMME

Appendix F

The current work programme for the Commission is attached. The Commission is asked to consider this and make comments and/or amendments as it considers necessary.