



Leicester  
City Council

**MEETING OF THE NEIGHBOURHOOD SERVICES SCRUTINY  
COMMISSION**

**DATE: WEDNESDAY, 3 JULY 2019**

**TIME: 5:30 pm**

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

**Members of the Committee**

Councillor Khote (Chair)

Councillor Thalukdar (Vice-Chair)

Councillors Ali, Aqbany, Govind, Joshi and Solanki  
(1 unallocated non-grouped place)

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

*Elaine Baker*

For Monitoring Officer

**Officer contacts:**

**Anita Patel (Scrutiny Policy Officer)**

**Elaine Baker (Democratic Support Officer),**

Tel: 0116 454 6355, e-mail: [elaine.baker@leicester.gov.uk](mailto:elaine.baker@leicester.gov.uk)  
Leicester City Council, 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, City Mayor & Executive Public Briefing and 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](http://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

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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](mailto: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 20 March 2019 are attached and Members are asked to confirm them as a correct record.

#### **4. TERMS OF REFERENCE**

**Appendix B**

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

#### **5. MEMBERSHIP OF THE COMMISSION 2019/20**

Members are asked to note the membership of the Commission for 2019/20:

Councillor Khote (Chair)  
Councillor Thalukdar (Vice-Chair)  
Councillor Ali  
Councillor Aqbany  
Councillor Govind  
Councillor Joshi  
Councillor Solanki

## 6. DATES OF COMMISSION MEETINGS 2019/20

Members are asked to note that meetings of the Commission for the 2019/20 municipal year are scheduled to be held on:

Wednesday 3 July 2019  
Wednesday 4 September 2019  
Wednesday 30 October 2019  
Wednesday 15 January 2020  
Wednesday 4 March 2020  
Wednesday 22 April 2020

## 7. PETITIONS

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

## 8. 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.

## 9. PORTFOLIO OVERVIEW

The Director of Neighbourhood and Environmental Services and the Director of Finance will make a presentation providing an overview of the key areas and services related to the Neighbourhood Services Scrutiny Commission. The Commission is recommended to receive the presentation and use the information to help inform its work programme for the coming municipal year.

## 10. REGULATION OF LEICESTER'S FOOD BUSINESS SECTOR - THE SERVICE PLAN 2019/20 [Appendix C](#)

Attached at **Appendix C1** is a report submitted by the Director of Neighbourhood and Environmental Services introducing the draft Food Service Plan 2019/20 and providing information on the food sector from a food law regulatory perspective, proposed food law regulatory interventions for 2019/20 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.

Attached at **Appendix C2** is a presentation to support the above report. This will be displayed at the meeting.

The Commission is recommended to note the work undertaken by Leicester City Council's Food Safety Team and pass any comments on the issues raised and proposed work programme to the Director of Neighbourhood and Environmental Services.

**11. DRAFT WORK PROGRAMME 2019/20**

**Appendix D**

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.

**12. ANY OTHER URGENT BUSINESS**