

BRAUNSTONE TOWN COUNCIL

Darren Tilley - Executive Officer & Town Clerk

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9th April 2015

Dear Member

A meeting of the **POLICY AND RESOURCES** Committee will be held at Braunstone Civic Centre on Thursday, **16th April 2015** commencing at **7.30pm**, for the transaction of the business as set out below and your attendance is requested.

Yours sincerely,



Executive Officer & Town Clerk

1. **Apologies**

2. **Disclosures of Interests**

To receive Disclosures of Interest (not previously disclosed) in respect of items on this Agenda:- i) Disclosable Pecuniary Interests, ii) Other Interests (Non-Pecuniary)

3. **Public Participation**

Members of the public may make representations, give evidence or answer questions in connection with items included on the agenda (Standing Order 13f and 75). At the discretion of the Chairperson the meeting may be adjourned to give members of the public present an opportunity to raise other matters of public interest.

The time allowed for each member of the public to make representation, give evidence, or ask questions will be restricted to 3 minutes. Where there is a group of members of public wishing to make the same representations, present the same evidence or ask the same questions, the group must appoint one representative to speak on their behalf and he/she will be restricted to within 3 minutes.

Public participation sessions will be ordered by the Chairperson as part of his/her role in presiding over the meeting and conducted in accordance with the Council's Standing Orders.

4. **Report of the Meeting held 12th February 2015**

To receive the Report of the last Meeting held on 12th February 2015

5. **Publications**

Clerks and Councils Direct, The Clerk Jan 2015.

6. **Combined Public Services Facility – Final Proposed Model**

- a) To consider the comments of the Citizens Advisory Panel meeting of 5th March 2015 (**Enclosed**).
- b) To consider a Business Case and Funding arrangements for the provision of a combined public services facility at Braunstone Civic Centre providing Customer, Library and Social Inclusion Services to be submitted to Leicestershire County Council and Blaby District Council for consideration (**Enclosed**).

7. **Citizens' Advice Bureau – Braunstone Civic Centre**
To consider a new 3 year Service Level Agreement for the outreach Citizens' Advice Bureau at Braunstone Civic Centre (**Enclosed**).
8. **Parks and Open Spaces**
- a) Pitch Fees Allocations 2014/2015
To receive draft pitch allocations (**Enclosed**)
 - b) Winter Works Programme
To receive a progress report on the Winter Works Programme 2014/2015 (**Enclosed**)
 - c) Football Pitch Maintenance Equipment
To consider purchasing football pitch maintenance equipment and to delegate authority to the Executive Officer and Town Clerk to invite and determine quotes (**Enclosed**)
 - d) Bridge over the culvert, Thorpe Astley Park Area
To receive a progress report.
 - e) Blaby District – Playing Pitch and Open Spaces Strategy
To receive an update and approve feedback.
9. **Thorpe Astley Community Centre – Consultation Rooms**
To receive an update concerning Healthcare facilities at the Thorpe Astley Community Centre.
10. **Highways Grass Cutting**
To receive correspondence from Blaby District Council concerning the reduction in verge cuts by Leicestershire County Council from 7 to 5 per season and offering 7 cuts, one to be funded by Blaby District Council and one to be funded by the Town Council (**Enclosed**).
11. **Draft Schedule of Meetings**
To receive a draft Schedule of Meetings for 2015/2016 for recommendation to Full Council for adoption (**Enclosed**)
12. **Standing Orders, Financial Regulations and Scheme of Delegation**
- a) To review the Council's Standing Orders and Financial Regulations and recommend adoption at the Annual Council Meeting on 14th May 2015 (**Enclosed**)
 - b) To review the Delegated Powers of Committees and Officers and recommend adoption at the Annual Council Meeting on 14th May 2015 (**Enclosed**)
13. **Annual Report 2014/2015**
To receive the draft Annual Report 2014/2015 for recommending for adoption at the next meeting of the Full Council (**Enclosed**)
14. **Financial Comparisons**
To receive Financial Comparison for the period 1st April 2014 to 31st March 2015 (**Enclosed**)
15. **Millfield Hall Refurbishment**
RECOMMENDED:- That in view of the special / confidential nature of the business to be transacted, it is advisable in the public interest that the press/public be temporarily excluded and they be instructed to withdraw (Standing Orders 79 and 84 apply). Reasons for exception – Commercial Interests)

To determine quotes and tenders, funding sources and a programme of works (**Enclosed**).

18. Staffing Changes and Interim Arrangements

RECOMMENDED:- That in view of the special / confidential nature of the business to be transacted, it is advisable in the public interest that the press/public be temporary excluded and they be instructed to withdraw (Standing Orders 79 and 84 apply).
Reasons for exception – Personal Information / Legal Advice)

To receive details of staff who are leaving the organisation and to consider proposals for interim arrangements.

17. Organisation Review

RECOMMENDED:- That in view of the special / confidential nature of the business to be transacted, it is advisable in the public interest that the press/public be temporary excluded and they be instructed to withdraw (Standing Orders 79 and 84 apply).
Reasons for exception – Personal Information / Legal Advice)

To consider proposals for a review of the Council's Staffing to meet forthcoming service and operational changes and to consider implementation of the Living Wage.

A confidential report setting out the proposed scope and timescales will be circulated to Councillors following consultation with the HR Advisor commissioned to support the review.

19. Termination of the Meeting

NOTE:

CRIME & DISORDER ACT 1998 (SECTION 17) – The Council has an obligation to consider Crime & Disorder implications of all its activities and to do all that it can to prevent Crime and Disorder in its area.

EQUALITIES ACT 2010

Braunstone Town Council has a duty in carrying out its functions to have due regard to:-

- eliminate unlawful discrimination, harassment and victimisation;
- advance equality of opportunity between different groups; and;
- foster good relations between different groups

To ensure that no person receives less favorable treatment on the basis of race, disability, sex, gender re-assignment, sexual orientation, age, religion or belief, marriage or civil partnership, pregnancy or maternity.