



BRAUNSTONE TOWN COUNCIL

www.braunstonetowncouncil.org.uk

Darren Tilley – Executive Officer & Town Clerk

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Braunstone Town

"Citizens Advisory Panel"

.....INFORM.....CONSULT.....INVOLVE.....

30th August 2017

Dear Citizens' Advisory Panel Member

A meeting of the **BRAUNSTONE TOWN CITIZENS' ADVISORY PANEL** will be held in the **Large Meeting Room at Thorpe Astley Community Centre** on **Thursday, 7th September 2017** commencing at **7.30pm**, the agenda for the meeting is set out below.

The Council extends an invitation to any interested local residents and users groups to attend the meeting to participate in the debate.

Yours sincerely,

Executive Officer & Town Clerk

AGENDA

1. **Apologies**
To receive apologies for absence.
2. **Disclosures of Interest**
To receive any disclosures of Interest in respect of items on this agenda.
3. **Minutes of the Meeting held 1st June 2017**
To confirm the accuracy of the Minutes of the meeting held 1st June 2017 to be signed by the Chairperson (**Enclosed**).
4. **Braunstone Town Council Annual Survey Results**
To receive a summary of the results of the Town Council's Annual Satisfaction Survey received to date and to note that the deadline for responses has been extended until 27th September 2017 (**Enclosed**).

5. **Health and GP Services in Braunstone Town**

To receive an update on the provision of primary care services in Braunstone Town (**Enclosed**).

6. **100th Anniversary of the end of World War I**

To identify options and share ideas for commemorating the 100th anniversary of the end of World War I in November 2018.

7. **Update on Braunstone Town Library**

To consider the latest position with the County Council's proposals for Braunstone Town Library (**Enclosed**).

8. **Shakespeare Park Improvement Project**

To receive an update on progress with improvement to the pavilion, sport, recreation and play facilities at Shakespeare Park (**Enclosed**).

9. **Lubbesthorpe**

To receive an update on issues relating to the Lubbesthorpe development and its impact (**Enclosed**).

10. **Termination of the Meeting**

To note that future meetings of the Panel are scheduled as follows:

- Thursday 7th December 2017
- Thursday 1st March 2018

All meetings are scheduled for 7.30pm.



NOTE:

*CRIME & DISORDER ACT 1998 (SECTION 17) – The Council has an obligation to consider Crime and 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 favourable treatment on the basis of race, disability, sex, gender re-assignment, sexual orientation, age, religion or belief, marriage or civil partnership, pregnancy or maternity.

BRAUNSTONE TOWN COUNCIL
MINUTES OF CITIZENS' ADVISORY PANEL
THURSDAY 1st JUNE 2017

PRESENT: Councillors P Moitt (in the Chair), A Ambrose and R Waterton, and local residents Mrs N Blight, Mr J Dodd, Mrs B Hazelgrove, Mr J Hazelgrove, Mr J Johnson, Mr T Smith and Mrs S Zastawny

Officers in attendance: Mr D Tilley, Executive Officer & Town Clerk and Mrs P Snow, Deputy Executive Officer & Community Services Manager.

1. Apologies

Apologies for absence were received from Councillors N Brown and T Shepherd.

2. Disclosures of Interest

There were no disclosures of interest.

3. Minutes of the Meeting held 2nd March 2017

The Minutes of Meeting held on 2nd March 2017 were received and noted.

4. Braunstone Town Council Annual Report 2016/2017

The Panel received a copy of the Town Council's Annual Report for 2016/2017 to discuss any matters arising from the report (item 4 on the agenda).

The Executive Officer & Town Clerk reported that the Annual Report 2016/2017 had been prepared and it was noted that last year the Town Council changed the format of its Annual Report:

- a shorter version, 2 pages instead of 4 pages;
- focus on achievements removing standard references and listing of the Council's services;
- a section summarising key plans/projects for the forthcoming year; and
- information which the Town Council was required to publish: accounts and payments to members of the Council remains included.

Instead of sending to 300 random addresses, the Annual Report would be published in the Braunstone Life (in place of the standard monthly page for the month) and would continue to be available on the Council's website and from the Customer Service Shop.

The Report was received and noted.

5. Braunstone Town Council Annual Survey

The Panel received a copy of the Town Council's Annual Survey and noted the distribution method (item 5 on the agenda).

The Annual Survey had been prepared following a similar pattern to previous years with a section on resident's satisfaction with the services provided by the Town Council and a section rating the importance of planned initiatives by the Town Council.

The Annual survey would be printed in the Braunstone Life and would be available for collection from Braunstone Civic Centre and Thorpe Astley Community Centre. This would allow a larger number of residents to see the survey and respond. The £50 prize draw would also take place to encourage residents to complete the survey.

The results of the satisfaction survey were due to be presented to the Citizen's Advisory Panel at the next scheduled meeting on 7th September 2017.

6. Shakespeare Park Improvement Project

The Panel received an update on progress with improvements to the pavilion, sport, recreation and play facilities at Shakespeare Park (item 6 on the agenda).

Members noted that a site visit for Town Councillors and members of the Citizen's Advisory Panel to view the proposed refurbishment of Shakespeare Park pavilion had took place on 15th May.

It was noted that funding for the project had been difficult to source and currently Sport England's Community Asset Fund was the only significant source of grant funding, which was available. This fund offered between £5,000 and £150,000 and, unlike some other sources of funding, there were no limits on the overall cost of the project. A meeting was held on 28th March with a representative of Leicestershire & Rutland Sport who advised on the requirements for obtaining funding from the Community Asset Fund and was supportive of the aims and objectives and encouraged application for £150,000.

It was noted that Section 106 Open Space funds was available for the Town Council to apply to for the enhancement of the play area at Shakespeare Park.

However, it was noted that the Town Council was now keen to progress the project and tender documents would be prepared and distributed as soon as planning approval was received.

Following feedback from the District Planning Authority (considered by the Committee at the January meeting), both the quantity surveyor and architects were working on modifications to the design and layout plans to meet the requirements without adversely affecting the projected costs.

A local resident queried the use of a small area of land indicated on the plans for club use. It was confirmed that this area of land would be used for compost and grass cuttings from the Bowls Green.

Should the Council seek to apply for both the Sports England Community Asset Fund and the Open Space Contribution, then revisions to the project timescales would be required in order to accommodate the deadlines. Proposed indicative revised timescales were circulated.

7. Update on Library Services

The Panel considered the latest position with the County Council's proposals for Braunstone Town Library and implementation of an honesty book exchange at Thorpe Astley Community Centre (item 7 on the agenda).

It was suggested at the last meeting of the Citizen's Advisory Panel that a "honesty library" be set up at Thorpe Astley Community Centre. It was noted that a book case has now been purchased and in place at the Centre and was available for use.

An update on the Braunstone Town Library was provided to the Panel. Since the last meeting, the Group seeking to run the Library had been working with the Charity Commission in order to secure their charity status, which a representative of the Community Library Group confirmed had now been approved. Meanwhile, the Library remains open and being managed, funded and staffed directly by Leicestershire County Council.

Following a request received from Leicestershire County Council concerning proposed amendments to the premises lease agreement and seeking clarification of how requests for activities by the community library group as the sub-tenant would be dealt with by the tenant (Leicestershire County Council) and landlord (Braunstone Town Council), the Town Council had agreed to develop a memorandum of understanding should Leicestershire County Council confirm its agreement to the amended premises lease in principle. The Town Council was currently waiting for confirmation and therefore, the sub-lease and detailed arrangements, including the memorandum of understanding remains to be determined. However, following the Community Group obtaining charitable status, the County Council have indicated that they would be in a position to respond shortly.

Members of the Citizen's Advisory Panel expressed concern over several issues concerned with the Community Library including the timescale in setting up the community library, lack of consultation with the community, finance of the group taking over the running of the library and issues with the library and assets if the group no longer continued running the service.

8. Panel Work Programme for 2017/2018

The Panel members were asked for suggestions on future work to be considered.

Members suggested that the following be included on a future agenda:

- 100th Anniversary of the end of WW1 in November 2018
- Medical services and Doctors surgeries in Braunstone Town
- New Lubbesthorpe Estate
- Continuation of updates on Braunstone Town Library

9. Termination of the Meeting

It was noted that the next meeting of the Citizen's Advisory Panel would be held on 7th September 2017, 7.30pm and it was agreed that this should be at Thorpe Astley Community Centre.

The meeting closed at 8.35pm.

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

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- advance equality of opportunity between different groups; and;
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BRAUNSTONE TOWN COUNCIL

CITIZENS' ADVISORY PANEL – 7th SEPTEMBER 2017

Item 4 – Braunstone Town Council Annual Survey Results

Purpose

To receive a summary of the results of the Town Council's Annual Satisfaction Survey received to date and to note that the deadline for responses has been extended until 27th September 2017.

Background

On 1st June 2017, the Citizens Advisory Panel received the proposed Annual Survey and noted the distribution method (minute 5).

The Annual Survey had been prepared following a similar pattern to previous years with a section on resident's satisfaction with the services provided by the Town Council and a section rating the importance of planned initiatives by the Town Council.

The Annual survey was approved by Policy & Resources Committee on 15th June 2017 and has been available for collection from Braunstone Civic Centre and Thorpe Astley Community Centre and is available on the Town Council's website, both as a document and as an online survey. The published deadline was Friday 25th August in order that the results of the satisfaction survey could be presented to the Citizen's Advisory Panel at this meeting. Again, this year a £50 prize draw would take place to encourage residents to complete the survey, the draw being undertaken by the Town Mayor prior to Council on 28th September.

Current Results

The deadline for completing the Annual Survey was Friday 25th August, to date we have only received 11 responses. This has been due to staff shortages and other pressing priorities for the Town Council, which has meant that the survey has not been promoted to the same extent that it was last year when 55 responses were received. A summary of the results received to date are attached as Appendix 1.

Extension of deadline

Due to the low response, the Executive Officer & Town Clerk decided to extend the deadline to 27th September (due to the published draw date being 28th). The Town Council aims to promote survey during September with the aim of obtaining further responses, which will be reported to the next scheduled meeting of the Panel on 7th December 2017.



BRAUNSTONE TOWN COUNCIL

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Executive Officer & Town Clerk – Darren Tilley



Annual Survey 2017 Results

You can help us in making decisions on our services by completing the Satisfaction Survey overleaf. We welcome your comments where possible so we can understand your choice of level of satisfaction.

Please let us have your views and return the form to the Town Council: (one submission per resident).

CLOSING DATE FOR RETURNING YOUR RESPONSES - FRIDAY 25th AUGUST 2017

THE FIRST FORM TO BE RANDOMLY SELECTED BY THE TOWN MAYOR PRIOR TO THE COUNCIL MEETING ON 28TH SEPTEMBER 2017 WILL RECEIVE £50 (Please complete your contact details below).

To claim the £50 prize, the winner must agree to a cheque presentation from the Town Mayor, a photograph being taken and this being used in Town Council publicity. Town Councillors and Town Council employees are welcome to submit a response but are not eligible to be entered into the draw. Anonymous submissions are welcome; however, to be entered into the draw you must provide your full name and address.

BRAUNSTONE TOWN COUNCIL SATISFACTION SURVEY	Very Satisfied	Satisfied	Dissatisfied	Not aware of this	Do not use this service
What is your opinion of the level of the following services provided by the Council?					
Braunstone Civic Centre <i>(function rooms, activities, hire charges, etc.)</i> COMMENTS:	3	4	<input type="checkbox"/>	<input type="checkbox"/>	4
Customer Service Shop <i>(at the Braunstone Civic Centre)</i> COMMENTS:	4	4	<input type="checkbox"/>	<input type="checkbox"/>	3
Thorpe Astley Community Centre <i>(function rooms, activities, hire charges, etc.)</i> COMMENTS:	1	2	<input type="checkbox"/>	<input type="checkbox"/>	7
Community Services					
• Crime Reduction Services <i>(NHW advice, Town Watchers, sale of personal alarms, etc.)</i>	1	3	3	<input type="checkbox"/>	3
• Grants' Scheme <i>(including assistance to groups in applying for funding)</i>	2	1	1	<input type="checkbox"/>	6
• Sponsored Programme of Events <i>(type and range of events, etc.)</i>	2	5	<input type="checkbox"/>	<input type="checkbox"/>	3
Open Spaces & Parks <i>(play equipment, location of litter/dog bins, etc.)</i> COMMENTS: <ul style="list-style-type: none"> Lovely parks, spoilt by litter including items dumped in the streams and left behind by football teams after their matches – water bottles and loads of the tape used to hold their socks up. Dogs could become ill if they ate any of this detritus that it dumped. It just looks awful and is really depressing to see. I regularly litter pick myself when I am walking my dog... could there be a volunteer litter picking scheme be set up? I would definitely get involved with this. We have a dog but there are many dangers in the parks, in particular litter & fly tipping. Seen this many times. This is a danger to dogs & children. Our dog tries to eat these things. There was even a pile of fish dumped on The Osiers & water contamination. This is all a real big issue for our family. Also the footballers on Mossdale Meadows leave a vast amount of waste & bits of equipment, even though I would have thought they would have an adult in charge if children.. dogs do not know the dangers & could kill them also not nice to come across & totally unacceptable. Council not doing enough even though these are nice parks overall. Need more doggy bins 	3	5	2	<input type="checkbox"/>	1
Town Council's Website and Social Network pages <i>(content, ease of use etc.)</i> COMMENTS: <ul style="list-style-type: none"> Always out of date 	3	4	1	<input type="checkbox"/>	3
How we Consult and Inform Local Residents <i>(quality of feedback, information provided, etc.)</i> COMMENTS:	2	7	2	<input type="checkbox"/>	<input type="checkbox"/>
The Bar at the Civic Centre <i>(accessibility, opening hours, etc.)</i> COMMENTS: <ul style="list-style-type: none"> Kids shouldn't be allowed in after 9pm 	4	2	1	<input type="checkbox"/>	4



Annual Survey 2017 Results

BRAUNSTONE TOWN COUNCIL SATISFACTION SURVEY Continued		Very Satisfied	Satisfied	Dissatisfied	Not aware of this	Do not use this service
What is your overall opinion of the performance and services provided by Braunstone Town Council? GENERAL COMMENTS: <ul style="list-style-type: none"> In general we are happy. They seem to look out for people in area i.e. doctors and library; As a town councillor I would show prejudice with comments I make. However, I am also a resident and support the town council whole heartedly; Very organised, nice rooms, friendly staff Consistent and satisfactory Could be better Very good Helpful at times when needed 		1	7	1	<input type="checkbox"/>	<input type="checkbox"/>
BRAUNSTONE TOWN COUNCIL INITIATIVES Please rate how important you consider the following Town Council services and initiatives		Very Important	Important	Not Important	Not required	Not aware of this initiative
<ul style="list-style-type: none"> Improvements to the Pavilion, recreation and play facilities at Shakespeare Park 		6	<input type="checkbox"/>	1	1	3
<ul style="list-style-type: none"> Improvements to our Community Centre facilities (both Braunstone Civic Centre & Thorpe Astley) 		3	5	<input type="checkbox"/>	2	1
<ul style="list-style-type: none"> Initiatives to improve Quality of Life (e.g. initiatives to help reduce crime and improve air quality) 		8	2	<input type="checkbox"/>	<input type="checkbox"/>	1
<ul style="list-style-type: none"> Supporting Community Groups and facilitating new groups and community events 		6	3	<input type="checkbox"/>	1	1
<ul style="list-style-type: none"> Facilitating delivery of additional services / community events at Thorpe Astley Community Centre 		2	4	<input type="checkbox"/>	1	4
<ul style="list-style-type: none"> Ensuring the continuation of Braunstone Town Library 		6	5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Improvements to Park facilities at Thorpe Astley 		1	5	<input type="checkbox"/>	1	3
<ul style="list-style-type: none"> Using land adjacent to the new M1 bridge at Thorpe Astley for leisure and recreation 		4	2	1	<input type="checkbox"/>	3
COMMENTS: <ul style="list-style-type: none"> Always need parks & leisure facilities if kept well. The continuation of Braunstone Town Library is essential Bar hours should be open longer throughout the day 						
Any additional issues, services or initiatives, which you feel the Town Council should be addressing? <ul style="list-style-type: none"> Thorpe Astley needs a doctors surgery especially with the problems at Kingsway Litter Weeds and leaves growing and collecting in street gutters – should be cleared regularly Litter needs to be addressed urgently. My daughter often goes round the street & parks when walking the dog picking up litter with a litter picker & bag. This is not something she should be doing. We also clear up leaves & litter outside our home in the gutters. They need keeping clear by the council. These are the council responsibility. Any anti-social behaviour needs to be acted on if reported or known. Also The Osiers street sign needs repairing near the One Stop shop. 						
YOUR DETAILS						
NAME			ADDRESS			
EMAIL			TEL NO.			

BRAUNSTONE TOWN COUNCIL

CITIZENS' ADVISORY PANEL – 7th SEPTEMBER 2017

Item 5 – Health and GP Services in Braunstone Town

Purpose

To receive an update on the provision of primary care services in Braunstone Town.

Background

At the last meeting of the Panel on 1st June 2017, when considering the Panel Work Programme for the year, it was decided that Medical services and Doctors surgeries in Braunstone Town should be included on the agenda (minute 8).

On 15th June 2017, Policy & Resources Committee received an update on the provision of primary care services in Braunstone Town and noted a petition organised by local residents in respect of local GP services (minute 5).

During the Public Session of Council on 29th June 2017, a member of the public, Mrs Singh, addressed the Council concerning the petition she had organised concerning GP services at Kingsway Surgery. Mrs Singh and Councillor Aslam met the Practice Manager, Stephen Samson, at Kingsway Surgery and he reassured them of his commitment to improve services and arrangements at the surgery. Councillor Aslam advised that the Practice Manager was willing to speak to Councillors about future plans for Kingsway Surgery at a Council/Committee meeting and answer questions (Council minute 5555).

Progress Update

Leicestershire Health Overview and Scrutiny Committee

The Committee decided on 15th June that Leicestershire County Council's Health Overview and Scrutiny Committee be formally requested to scrutinise East Leicestershire and Rutland Clinical Commissioning Group's response to under provision of Primary Care Services across Braunstone Town and surrounding area, and specifically addressing:

- a) capacity at Kingsway Surgery;
- b) access at Forest House;
- c) access to near-by surgeries within the Leicester CCG area; and
- d) the potential for expansion of Thorpe Astley's Medical Facilities as an alternative to expansion at Warren Lane;

and that a copy of the petition received by the Town Council in respect of Kingsway Surgery be forwarded to the Health Overview and Scrutiny Committee for consideration (Minute 5, resolution 3).

A copy of the request was sent to Leicester Forest East Parish Council, due to the

connections with Forest House surgery. On 4th August, a response was received stating that Leicester Forest East Parish Council "Members discussed your letter at their meeting in late July and agreed that they would like to support Braunstone Town Council's request for the County Scrutiny body to consider health provision in Braunstone Town/LFE".

A response was received from Leicestershire County Council on 8th August to the Town Council's request, confirming that the meeting of the Health Overview and Scrutiny Committee on 6th September 2017 will have an agenda item on the Summary Plan for the Future of Primary Care Health Services in the North Blaby area of East Leicestershire Clinical Commissioning Group (ELR CCG) which will feature a report from Tim Sacks of ELRCCG.

Summary feedback from this meeting will be provided at the meeting of the Panel.

Press Release

The Committee also decided on 15th June that a press release, including the comments of the Deputy Leader, be issued in order reassure the community that positive action was being taken by the Town Council to represent the issues and concerns to the relevant public bodies (minute 5, resolution 4).

A copy of the press release is attached at Appendix 1.

Blaby District Council Overview and Scrutiny

A request was also sent earlier in the year to Blaby District Council, in response to their invitation to submit ideas for scrutiny topics, to scrutinise the response of the relevant public bodies to under provision and lack of access to primary care services across Braunstone Town and the surrounding area, since it was a matter of concern to local residents which was having a negative impact on community well-being.

To date, the Town Council is waiting for a response on whether the request has been considered.

Clinical Commissioning Group Board Meetings

The Committee on 15th June decided to explore the option of a representative of the Town Council attending a meeting of the East Leicestershire and Rutland Clinical Commissioning Group to raise concerns about the lack of provision and access to General Practitioner services and action as appropriate (minute 5, resolution 1).

Given the Clinical Commissioning Group's agreement to address the Health Overview & Scrutiny at Leicestershire County Council concerning the matter, it has been deemed not necessary to pursue this option at the current time.

Kingsway Surgery

Kingsway Surgery published the following statement in the June edition of Braunstone Life:

"We would like to inform you of some important changes at Kingsway Surgery. Please be aware that Dr Gordon, Dr Martin and Dr Alexander will be leaving the practice on 13th June. We appreciate that this news may be unsettling for some of our patients and would like to assure you that your general practice services will continue as normal. Dr Ghosh will continue to operate at the surgery and additionally, Dr. Duru is joining Kingsway Surgery as a partner on 1st June. We also have contingencies in place including long-term cover, to help minimise possible disruption to services and to ensure you continue to receive a high standard of care. We would like to thank you for your patience during this time".

On 25th May 2017 a copy of a petition, organised by Mrs. Satwant Kaur Singh and for the attention of the Practice Manager of Kingsway Surgery, was delivered to the Town Council's offices. The petition asks the Practice Manager to read through residents' concerns:

"As residents of Braunstone Town we are worried about our Surgery Doctors leaving. For some time we have been suffering about the services we have been offered, such as making appointments. Most of the residents complaints about by ringing in for the appointments, but not getting through, then waiting outside the surgery until it will open on first come first serve. Some elderly cannot come to the surgery and wait and then come back again for time allocated".

"Last year three doctors left, now three of the most popular doctors are leaving. Most of the residents are very upset. We would like to know what is going on and what is going to happened to our Kingsway surgery".

The petition had 151 signatories.

Following Council on 29th June 2017, where concerns of local residents were highlighted concerning access to General Practitioners at Kingsway Surgery, an invitation was sent to Stephen Samson, Practice Manager of Kingsway Surgery, to attend a meeting of the Town Council's Policy & Resources Committee to speak to Town Councillors about the surgery's future plans and to answer any questions.

Stephen Samson accepted the invitation and attended the meeting on 24th August. An extract from the minutes of the meeting are attached at Appendix 2.

Action Requested

Consider the background and current position and determine whether any further recommendations or comments should be made to the Council's Policy & Resources Committee and/or Leicestershire Health Overview and Scrutiny Committee (as appropriate).



APPENDIX 1

PRESS RELEASE

GP SERVICES IN BRAUNSTONE TOWN

Since the Autumn of 2016, the Town Council has been working on behalf of concerned local residents representing their concerns to the NHS about issues of access and availability of General Practitioners at local GP surgeries.

The Council's Policy & Resources Committee first raised the issues of access to GP services in the Town with the Clinical Commissioning Group in October 2016 and it has been further discussed by the Committee in April and June, when the Clinical Commissioning Group was unable to send representatives. Due to the issues of access and availability becoming acute, the Committee has made representations to both County and District Councils for the issues to be considered by their scrutiny bodies. Leicestershire County Council has a formal role in scrutinising the provision of Health Services in its area.

Councillor Amanda Hack, Braunstone Town Council's Deputy Leader, stated that "I have raised the issues highlighted at Leicestershire County Council and with the Head of East Leicestershire and Rutland Clinical Commissioning Group. There have been problems in the area recruiting and training enough people for General Practice, which has been acknowledged; and there are plans to enable surgeries to share resources, although it is recognised that this would not have an impact in the short term". Councillor Hack added that "Braunstone Town Council has been working with the NHS for over 2 years to resolve capacity issues and bring into use the unused NHS facility at Thorpe Astley Community Centre, but the practice initially interested in running services from the site chose to walk away. However, I wish to reassure residents that the Town Council and Town Councillors are working hard representing residents' concerns to the appropriate authorities".

The Practice Manager of Kingsway Surgery has agreed to speak to Town Councillors about his plans for the surgery at the next meeting of the Policy & Resources Committee on Thursday 24th August at 7.30pm at Braunstone Civic Centre.

CONTACT INFORMATION

Councillor Amanda Hack, Deputy Leader of Braunstone Town Council

Darren Tilley, Executive Officer & Town Clerk

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APPENDIX 2

EXTRACT FROM THE MINUTES OF POLICY & RESOURCES COMMITTEE

THURSDAY 24th August 2017 AT 7.30PM

PRESENT: Councillor Nick Brown (Chair), Councillor Amanda Hack (Vice-Chair) and Councillors Shabbir Aslam, Parminder Basra, Roger Berrington (substituting for Sharon Betts), Berneta Layne (substituting for Anthea Ambrose), Sam Maxwell, Phil Moitt, Tracey Shepherd (substituting for Robert Waterton) and Darshan Singh.

Officers in Attendance: Darren Tilley, Executive Officer & Town Clerk.

There were 61 members of the public present at the meeting.

17. Apologies

Apologies for absence were received from Councillors Anthea Ambrose, Sharon Betts and Robert Waterton.

18. Disclosures of Interest

There were no disclosures of any Disclosable Pecuniary or Non-Pecuniary Interests by Members.

19. Public Participation

In accordance with Standing Order 3.6, members of the public may attend the meeting for the purpose of making representations, giving evidence or answering questions in respect of any item of business included on the agenda.

There were 61 members of the public present.

In respect of item 5 on the agenda (minute 21), Provision of Primary Care Services in Braunstone Town, the following was raised by members of the public:

- a) GPs – the surgery had various locums and these had left to go to other practices; also three GPs had been allowed to leave the surgery at the same time.
- b) Missed Appointments – suggestion the surgery charge patients for missed appointments.
- c) Appointments – a query why an appointment couldn't be made in advance when the GP had requested the patient was seen again; the telephone system would request details and then advise no appointments were available and cut off, there should be an option to speak to a person; some patients find it difficult to use the appointments system, particularly the elderly and then have to queue for appointments.
- d) Emergency Clinic – query about why patients had to queue.
- e) Payment to Surgery per patient – statement that 32p per day per patient (as per the statement at minute 21) was a misleading figure.

- f) NHS Authorities – query as to why NHS authorities were not in attendance at the meeting.

Kingsway Surgery Practice Manager, Stephen Samson, responded to the queries as follows:

- a) GPs – locums were able to move to different clinics and often chose a clinic closer to home; and as an employer it not possible to prevent staff leaving the organisation at a time of their choosing.
- b) Missed Appointments – the Government do not allow charging for missed appointments.
- c) Appointments – refer to the statement (at minute 21) detailing changes to the appointments and booking system; the surgery was not aware that the phone system cut off and this would be investigated.
- d) Emergency Clinic – by definition these appointments couldn't be booked and therefore patients would have to queue.
- e) Payment to Surgery per patient – statement that 32p per day per patient (as per the statement at minute 21) was not a misleading figure.

Councillor Amanda Hack, Deputy Leader of Braunstone Town Council and County Councillor for Braunstone Division responded to the query concerning the attendance of NHS Authorities stating that Clinical Commissioning Group representatives had previously attended the Committee. At the meeting of the Committee on 15th June it was decided that Leicestershire County Council's Health Overview and Scrutiny Committee be formally requested to scrutinise East Leicestershire and Rutland Clinical Commissioning Group's response to under provision of Primary Care Services across Braunstone Town and surrounding area. Leicestershire County Council agreed to this and the meeting of the Health Overview and Scrutiny Committee on 6th September 2017 will have an agenda item on the Summary Plan for the Future of Primary Care Health Services in the North Blaby area of East Leicestershire Clinical Commissioning Group.

21. Provision of Primary Care Services in Braunstone Town

The Committee received an update on the provision of primary care services in Braunstone Town and received details of future plans for Kingsway Surgery from Practice Manager, Stephen Samson (item 5 on the agenda).

Kingsway Surgery from Practice Manager, Stephen Samson, reported to the Committee on the issues faced by Kingsway Surgery and their plans for the future. He apologised for the issues and frustrations patients have been facing at Kingsway Surgery and thanked them for their understanding adding it had been difficult for the surgery too. Mr Samson assured the Committee that the Surgery wanted to provide good clinical care to all patients whenever they needed it, but unfortunately it was proving very difficult in the present climate with a shortage of GP's and Nurses nationwide. Mr Samson added that they were putting into place systems and clinics to try and make gaining access to a clinician at the surgery easier.

Mr Samson summarised the initiatives as follows:

- a) Invested in a new telephone booking system to make it easier for patients to book appointments at a time more convenient for them. One of the challenges faced with the on the day system was that a large number of patients were unable to make an appointment as they were either commuting to work or doing the school run. The Surgery felt that this new system would be fairer for all patients.
- b) Increasing the number of pre-bookable appointments and introducing an Emergency clinic each morning. This would be for emergencies only otherwise patients should book one of the pre-bookable slots. The easiest way to do this was either on-line or through the new telephone booking system.
- c) Introducing new clinics to ensure those patients with long term conditions get better medical care. It was appreciated that the times of these clinics may not be suitable to all patients but ask patients to try to make arrangements to attend when contacted. This should reduce the high demand and ensure better medical care.
- d) One of the clinics being introduced was for the more frail patients (elderly and more vulnerable patients). By providing a clinic designed for these patients they would be able to see a GP a nurse and a social/care worker all in one afternoon ensuring that they get the help and support they needed without the difficulty of having to make numerous trips to the surgery with all that entails.
- e) The Surgery were currently working with 2 Partner GP's and 4 Nurse Practitioners and were looking to recruit more GP's which was not proving to be easy. The Surgery has signed up to the government initiative whereby Doctors could be employed from abroad who have passed the necessary checks to practice in this country. This Government initiative was in the early stages and there was no date for when a doctor may arrive, the Surgery were doing everything in their power to engage new GP's.
- f) A TV screen has been installed (and a new website) with Practice and Health information displayed.

Mr Samson provided some context in which the surgery operated as follows:

- g) NHS income was £1,179,992.55, other income was £36,675.54; total income was £1,216,668.09. The patient list was 10,637, amount per patient £114.38, amount per day per patient £0.32.
- h) For this money patients were able to access the service as many times as they like; there was no cap and when appointments were available, no patients were turned away.
- i) Last year the Surgery saw 8,448 (out of the registered list of 10,637) patients a total of 46,959 times (not including 34,408 additional patient contacts). That meant that the 8,448 attended on average 5.5 times during the year. 2,189 patients were not seen at all. A group of patients presented over 40 times last year and 2 over 100. While

patients may feel it was necessary to visit to the surgery, it may not be necessary and patients could be taking an appointment away from someone who really does need it.

- j) Last year the surgery lost 38% of appointments due to non or inappropriate attendances. Patients unable to attend should cancel appointments so that someone else who needs it could be booked in. Also patients should be aware of the reason for seeing a GP or nurse, who may not be the right person. Self-referral to a number of specialties was now available or alternatively see a pharmacist.
- k) The Surgery was only able to offer a certain number of appointments per clinician. They also have to look at results, do prescriptions, make referrals and check reports from consultants. Like anyone else they get tired and could make mistakes.
- l) Many of these issues were nationwide.

The Committee considered and took into account issues raised by members of the public (see minute 19 above).

Councillor Sam Maxwell confirmed that the request sent earlier in the year to Blaby District Council, in response to their invitation to submit ideas for scrutiny topics, to scrutinise the response of the relevant public bodies to under provision and lack of access to primary care services across Braunstone Town and the surrounding area, since it was a matter of concern to local residents which was having a negative impact on community well-being had been accepted and would commence this autumn.

The Leader thanked the Practice Manager of Kingsway Surgery for taking the time to attend the meeting, explain the situation and their plans for the future and for answering questions.

RESOLVED that the statement made by Kingsway Surgery Practice Manager, Stephen Samson, along with the comments of members of the public and the responses (at minute 19 above), be received and noted and that Mr Samson be thanked for his openness and willingness to attend the meeting.

Reason for Decision

Kingsway Surgery were taking a proactive approach to dealing with the issues within the constraints they faced and were keeping the community and local elected representatives informed.

These minutes are a draft and are subject to consideration for approval at the next meeting, scheduled for 26th October 2017.

BRAUNSTONE TOWN COUNCIL

CITIZENS' ADVISORY PANEL – 7th SEPTEMBER 2017

Item 7 – Update on Braunstone Town Library

Purpose

To consider the latest position with the County Council's proposals for Braunstone Town Library.

Premises and Legal Arrangements

In January 2017, correspondence was received from Leicestershire County Council concerning the proposed amendments to the premises lease agreement and seeking clarification of how requests for activities by the community library group as the sub-tenant would be dealt with by the tenant (Leicestershire County Council) and landlord (Braunstone Town Council). Currently, Leicestershire County Council has yet to confirm its agreement to the proposed amended premises lease (approved by the Town Council on 27th October 2016) and therefore, the sub-lease, memorandum of understanding and detailed arrangements remains to be determined.

Once the Town Council receives confirmation from Leicestershire County Council that it is happy with the proposed amendments to the premises lease, discussions can progress on the sub-lease and detailed arrangements, including the memorandum of understanding, all of which need to be compliant with the premises lease.

Timescales from confirmation of the premises lease, by the County Council to the Town Council, to completion is estimated to be between two and four months dependent upon the nature and details of the provisions to be discussed.

Transfer of Library Service

On 23rd June 2017, Leicestershire County Council's Cabinet considered "Future Strategy for the Delivery of Library Services – Transfer of Braunstone Town Library to Community Management". A copy of the report considered is attached at Appendix 1 for the Panel's information.

The County Councillor for Braunstone Division formally submitted comments to the meeting and this is attached at Appendix 2 for the Panel's information.

The minutes relating to the consideration of the item, including the decision are as follows:

The Cabinet considered a report of the Director of Adults and Communities concerning minor changes to arrangements for the transfer of Braunstone

Town Library to community management. A copy of the report, marked '19', is filed with these minutes.

Members noted the comments received from the local member, Mrs A. Hack CC, a copy of which is filed with these minutes.

Mr. Rhodes CC said that he had sympathy for the comments made by Mrs Hack, but that each library transfer had been complex with a number of difficulties that needed to be overcome and Braunstone Town library had been no exception. The programme overall had, however, been very successful and he thanked officers for their hard work.

RESOLVED:

(a) That the minor changes from the original business plan submitted by Fabula Social Enterprise in 2016 be noted;

(b) That the transfer of the Braunstone Town Library to Braunstone Town Community Library, a Charitable Incorporated Organisation, be approved.

REASONS FOR DECISION:

To enable the transfer of the library to the 'Braunstone Town Community Library' charity which has been established by Fabula Social Enterprise (Fabula).

In April 2016, the Cabinet accepted the proposal from Fabula Social Enterprise to establish a Charitable Incorporated Organisation (CIO) to manage the library. Since then, following advice from the Charity Commission, together with the ongoing progress towards transfer, a number of minor changes have been made to the business plan, mainly that a different name for the CIO - 'Braunstone Town Community Library' be adopted. As this differs slightly from the original proposal agreed, the Cabinet is being asked to confirm the transfer.

To date, Braunstone Town Council has no further information concerning the transfer of the Library service other than that which is contained in Leicestershire County Council's Cabinet report and minute of the meeting.



CABINET - 23 JUNE 2017

FUTURE STRATEGY FOR THE DELIVERY OF LIBRARY SERVICES

**TRANSFER OF BRAUNSTONE TOWN LIBRARY TO COMMUNITY
MANAGEMENT**

REPORT OF THE DIRECTOR OF ADULTS AND COMMUNITIES

PART A

Purpose of the Report

1. The purpose of this report is to advise the Cabinet of some minor changes to arrangements for the transfer of Braunstone Town library to community management and seek agreement to the transfer.

Recommendations

- 2 It is recommended that:
 - (a) The minor changes from the original business plan submitted by Fabula Social Enterprise in 2016 are noted;
 - (b) The transfer of the Braunstone Town library to Braunstone Town Community Library (BTCL), a Charitable Incorporated Organisation, be approved.

Reasons for Recommendations

3. To enable the transfer of the library to the 'Braunstone Town Community Library' charity which has been established by Fabula Social Enterprise (Fabula).
4. In April 2016, the Cabinet accepted the proposal from Fabula Social Enterprise to establish a Charitable Incorporated Organisation (CIO) to manage the library. Since then, following advice from the Charity Commission, together with the ongoing progress towards transfer, a number of minor changes have been made to the business plan, mainly that a different name for the CIO - 'Braunstone Town Community Library' be adopted. As this differs slightly from the original proposal agreed, the Cabinet is being asked to confirm the transfer.

Timetable for Decisions (including Scrutiny)

5. The transfer will continue to be progressed as planned, and should be completed by September 2017.

Policy Framework and Previous Decisions

6. In September 2014, the Cabinet approved a remodelling of the library service based on the following elements:
- 16 major market town and shopping centre libraries funded by the Council with a 20% reduction in opening hours;
 - A support service enabling local communities to run their local library;
 - An online library service available 24 hours a day, 365 days a year to those with access to the internet;
 - A mobile library service providing a regular library service to most villages without a static library.
7. Between January 2015 and March 2016, the Cabinet considered several reports regarding the transfer of community libraries across the County. To date, 30 libraries have transferred to community management.

Resource Implications

8. There are no resource implications arising from the recommendations.
9. The Director of Corporate Resources and the Director of Law and Governance have been consulted on the content of this report.

Circulation under the Local Issues Alert Procedure

Mrs A. J. Hack CC

Officers to Contact

Jon Wilson, Director of Adults and Communities
 Adults and Communities Department
 Tel: 0116 305 7454
 Email: jon.wilson@leics.gov.uk

Nigel Thomas, Head of Service, Communities and Wellbeing
 Adults and Communities Department
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PART B**Background**

10. To date 30 libraries in Leicestershire have transferred to community management, supported by a County Council funded package of grants and running costs that tapers over a seven-year period.
11. Braunstone Town library is built on land owned by Braunstone Town Council for which the County Council has a 99-year lease. Whilst there is no lease break clause the lease does allow for other alternative local authority uses in the event the library closes, subject to the agreement of Braunstone Town Council. There is an obligation on the County Council to pay the building running costs as defined within the ground lease, i.e. for a further 92 years.
12. As part of the transition process, local communities were invited to submit a registration of interest (ROI) and an outline business plan to propose how a locally formed group might manage each of 36 local libraries.
13. Three ROI's and outline business plans were submitted for Braunstone Town: two from Braunstone Town Council and one from Fabula, a staff based social enterprise whose focus is on supporting looked after children and reading. The Fabula submission had followed a further period of time that had been agreed to allow groups to revise or re-submit outline business plan proposals, and for a consultation on alternative service provision to take place.
14. In April 2016, the Cabinet agreed to progress the Fabula proposal because it conformed closest to the support package on offer to other community groups and was the most cost-effective option following an assessment that was presented as part of that report.
15. The Council's support package was varied so that funding ended a year later as the Fabula financial model assumed the funding package would begin upon transition, whenever that took place.
16. The original transfer date for Braunstone Town library was March 2017, but this was always dependent on the granting of CIO status to a charitable body established by the Fabula Social Enterprise, which would operate the library through community volunteers and be supported financially by income from events organised and run by Fabula.
17. In order to ensure transparency, a separation of functions, and to avoid confusion about the roles proposed in its plan, the Fabula Social Enterprise decided on the use of a different name from the original 'Fabula Libraries' for the planned CIO. 'Braunstone Town Community Library' was chosen, and was granted CIO status on 22 May 2017.
18. Fabula had intended that Braunstone Town Council Service Centre staff would undertake basic library duties under supervision of a Group representative and these costs were built into its business plan. As this has not proved feasible, its stated alternative, the use of a paid volunteer manager is being pursued.

19. In order to mitigate any conflict of interest in the appointment to that post, a range of operational actions will be put in place and be subject to regular monitoring.
20. One of the three trustees named in the Fabula business plan has stepped down from the library group and, to reduce any perceived conflict of interest between the County Council and community library responsibilities, the other two named trustees intend to step down from the BTCL board once the CIO has been established and an independent chair/management board are appointed.
21. The balance of stock across adults and children will remain unchanged from the current position. This is partly in response to local concerns which had been raised at the proposal in the original business plan to re-align stock in favour of literature for children and young people.
22. With the exception of the minor changes from the original business plan outlined in paragraphs 15-21 above, the purpose and function of BTCL are unchanged from the original business plan submitted by Fabula in 2016.

Conclusion

23. Officers are continuing to work closely with Fabula and BTCL to support them in progressing their plans. The transfer is now expected in September 2017.
24. The variations as outlined in this paper still represent the closest fit to the package of support and model originally proposed for communities as part of the wider libraries transfer project.

Background papers

Report to the Cabinet on 19 April 2016 'Future Strategy for the Delivery of Library Services
<http://politics.leics.gov.uk/ieListDocuments.aspx?CId=135&MIId=4601&Ver=4>

Equality and Human Rights Implications

25. There are no equality or human rights implications arising from the recommendations in this report.
26. An Equality and Human Rights Impact Assessment for each of the 36 community libraries, including Braunstone Town was appended to the Cabinet report of 19 November 2014.

CABINET - 23 JUNE 2017. Item 19

FUTURE STRATEGY FOR THE DELIVERY OF LIBRARY SERVICES
TRANSFER OF BRAUNSTONE TOWN LIBRARY TO COMMUNITY MANAGEMENT

Notes to Cabinet from Amanda Hack CC, Braunstone Division.

Whilst welcoming a conclusion to the lengthy process of handover of Braunstone Library, I find it necessary to point out a number of problems thrown up by the County along the way which put in jeopardy the goodwill of volunteers and partners. Lessons must be learnt.

This proposed change suggested in the paper on Braunstone Town Library is yet another change offered to Fabula group that was not extended to other bidders. Had the County had a more flexible approach to the initial proposer the library would have transferred almost 2 years ago.

I'd like to bring to the attention of the cabinet that Paragraph 11, which identifies the '*obligation on the County Council to pay the building running cost*'. This obligation was not included in the criteria of the running of the Braunstone Town Library at the first two open ROI stages – yet was the reason identified to reject the two Braunstone Town community bids. The opportunity to provide a community led service in the 8th largest Leicestershire Community was therefore missed at an early stage.

I would also like to note for the record that the lease agreement was not discussed by the County Council prior to the submission of either of the open ROI processes, yet was raised a number of times by the landlord, Braunstone Town Council.

Paragraph 13 wrongly implies that the third ROI stage was open to all. The third ROI was only open to Fabula a group formed by ex county council colleagues, which has created a huge amount of animosity for the local community action group SOLAG who felt excluded from the ROI process at the third stage.

As the County Councillor I would like to highlight that the community has lost its patience with the County Council over the transfer of the library. The community consultations were well supported with 60 people attending the county led consultation and over 100 attended the community event.

Finally I remain concerned about the on-going volunteering support from the community to the proposed library service. This initial goodwill has been placed in jeopardy due to the actions and decision taken since the process begun over 24 months ago.

BRAUNSTONE TOWN COUNCIL

CITIZENS' ADVISORY PANEL – 7th SEPTEMBER 2017

Item 8 – Shakespeare Park Improvement Project

Purpose

To receive an update on progress with improvement to the pavilion, sport, recreation and play facilities at Shakespeare Park.

Progress since the last meeting

On 15th June 2017 Policy & Resources Committee agreed a revised site layout and building elevations, subject to approval by the Working Group, along with revised timescales for the project (minute 9).

The Shakespeare Park Improvement Project Working Group met on 3rd July 2017 when it agreed that the revised plans and site layout meet the objectives of the project and with no final modifications agreed that the plans were ready for submission as a planning application.

The planning application was validated on 17th July 2017 and the deadline for consultation responses was Wednesday 8th August 2017. At the time of publication, a decision had not been made (the Planning Authority have until 11th September to make a decision). If any further information or a decision is issued prior to the meeting, this will be reported at the meeting.

Business Case and Plan

The business case summarises the project, providing the headline but factual information on why the project is needed, what it will achieve, how it will be funded and managed, what it will cost and what the outputs / outcomes will derive from it. Once complete, the document can be used as a “pitching” tool to perspective funders / supporters and will inform the community and sports clubs on what the project is designed to achieve.

The business plan provides additional detail to the business case and sets out how the project will be delivered and how the facilities will be operated. This document includes some element of the Business Case but sets out in more detail all the key components of how the project, new facility and ongoing programmes will be delivered, managed and sustained. The document will include financial planning, operating explanations, and what outputs / outcomes will be achieved.

Good progress has been made drafting the Business Case and Business Plan, however, there remains further detailed information to include relating mainly to do with funding and cost and future management arrangements. It is anticipated that both documents will be ready for approval by the Sub-Committee by the end of September.

Funding

The funding application for Sport England's Community Asset Fund has been drafted and advice on the application content is being sought from Leicestershire & Rutland Sport. This funding stream offers up to £150,000, and it is hoped this will contribute towards funding the new pavilion facility. It is anticipated that the documentation will be ready for submission in September.

Timescales

A revised indicative timetable is attached at Appendix 1.

Action Requested

Consider the progress with the project and identify:

- a) additional funding sources
- b) key points which could be included in the Business Plan.

APPENDIX 1 – TIMESCALES

The following is the proposed updated timescales for the project, taking into account assumptions in the report:

August 2017	<ul style="list-style-type: none"> • Working with Blaby District Council to identify further external funding sources, including sponsorship • Planning Approval
September 2017	<ul style="list-style-type: none"> • Approval by Sub-Committee of business case, funding and confirmation of tender process for site and building and timescales
October 2017	<ul style="list-style-type: none"> • Applications for Funding • Preparation of Building Regulation Application and Submission • Obtaining Estimates for Proposals for Pavilion/Car Park • Invitation to Quote for Playground and Tennis Courts Works • Policy & Resources Committee / Sub-Committee determine tenders and award contracts and consider funding arrangements
November 2017	<ul style="list-style-type: none"> • Tender Return • Lead in Period • Council consideration of Public Works Loan Board application • Exploring options around long term leases with Clubs
December 2017	<ul style="list-style-type: none"> • Closure of Tennis Courts for Plant • Commencement of Building Works on Pavilion
March 2018	<ul style="list-style-type: none"> • Commencement of works on Playground
April 2018	<ul style="list-style-type: none"> • Completion of works on Playground
November 2018	<ul style="list-style-type: none"> • Pavilion becomes fully operational • Demolition of Old Pavilion begins • Works on Car Park and Car Park extension • Commencement of work on Tennis Courts
January 2019	<ul style="list-style-type: none"> • Completion of work on Tennis Courts • Site becomes fully operational

BRAUNSTONE TOWN COUNCIL

CITIZENS' ADVISORY PANEL – 7th SEPTEMBER 2017

Item 9 – Lubbesthorpe

Purpose

To receive an update on issues relating to the Lubbesthorpe development and its impact.

Background

At the last meeting of the Panel on 1st June 2017, when considering the Panel Work Programme for the year, it was decided that Lubbesthorpe should be included on the agenda (minute 8).

Braunstone Town Council is part of the Lubbesthorpe Strategic Consultative Forum, a copy of the terms of reference are attached at Appendix 1. The Town Council's membership consists of:

- The Chair of Planning & Environment Committee (Councillor Robert Waterton),
- Councillor David Di Palma,
- The Executive Officer & Town Clerk.

Current ongoing issues being considered by the Forum in relation to progress of the Lubbesthorpe Development are:

- i. Affordable/Social Housing
- ii. GP surgery provision
- iii. Air Quality
- iv. Open space management
- v. Creation of a parish council
- vi. Delivery of highway improvements

Update from Forum meeting on 23rd August 2017

A meeting of the Lubbesthorpe Strategic Consultative Forum was held on 23rd August 2017, a copy of the agenda for the meeting and a position statement on the ongoing issues is attached at Appendix 2.

The meeting received presentations in respect of Community Development from Sue Steer, Pioneer Community Worker, Churches Together and Air Quality from David Gould, Senior Environmental Health Officer at Blaby District Council.

Name	Lubbesthorpe Strategic Consultative Forum
Purpose	<ol style="list-style-type: none"> 1. To keep the local community informed of the timetable for the implementation of the scheme and the associated infrastructure 2. Review and comment / provide feedback on matters relating to the character and appearance of the development 3. Review the progress of the development 4. Share expertise and knowledge in helping to create the new community through the use of themed meetings
Chair	Portfolio Holder for Planning and Economic Development
Membership	<ul style="list-style-type: none"> • Braunstone Town Council, Enderby Parish Council, Kirby Muxloe Parish Council, Leicester Forest East Parish Council, Lubbesthorpe Parish consisting of the Parish Clerk and up to 2 Parish / Town Councilors • One District Councilor from any ward which lies within the Parishes set out above • The community Development Worker • Blaby District Council Officer(s) • Representatives of other stakeholders such as • Leicestershire and Rutland Association of Local Councils • Land Owner / developer as required • The power to co-opt any additional member as the need arises.
Reports to	Project Executive
Frequency	Four times per year

Lubbesthorpe Strategic Consultative Forum

To be chaired by Cllr Sheila Scott

Meeting - Wednesday 23rd August 2017 - 5:30 pm – 6:30pm

Blaby District Council Offices

- 1 Welcome
- 2 Apologies
- 3 Notes of the previous meeting
- 4 Matters arising – please see accompanying position statement on the following matters:-
 - Clinical Commissioning Group (CCG): surgery provision
 - Open space management
 - Creation of a Parish Council
 - Delivery of highway improvements
- 5 Community development presentation by Sue Steer of Churches Together
- 6 Air quality update by David Gould, Senior Environmental Health Officer
- 7 Issues from the public
- 8 Any other business
- 9 Dates of next meetings
 - 15th November 2017 (replacing 29th November)
 - 7th or 21st February 2018

Position Statement Regarding Item 4: Matters Arising

- **CCG: Surgery Provision**

No immediate update that I can provide at present although work is ongoing regarding provision of healthcare facilities at New Lubbesthorpe and improvements to existing services. I have asked the CCG to attend a future meeting to address and update the forum on surgery provision at a future meeting and I am awaiting confirmation of their availability.

- **Open Space Management**

The on site public open space is to be taken over by the Land Trust in 2019. Drummond are to manage and maintain public open space in the interim. The Land Trust will be asked to confirm their availability for attending a future meeting to address and update the forum on their role at New Lubbesthorpe.

- **Creation of a Parish Council**

Work is currently ongoing concerning the creation of a new parish council with assistance being provided by Leicestershire and Rutland Association of Local Councils (LRALC) with the intention of presenting a report to Full Council later this year. The LRALC will be asked to confirm their availability to address and update the forum on the exercise/process of setting up a new parish council at a future meeting.

- **Delivery of Highway Improvements**

Various improvements to highway infrastructure have been undertaken, namely the provision of the M1 bridge, accesses off Beggars Lane and Leicester Lane and works to the junction of B4114/Leicester Lane. The County Highway Authority will be asked to confirm their availability to update the forum of the works undertaken to date and of any future proposed works to be required as a result of the development.