



TO COUNCILLOR:

E R Barr
L A Bentley
Miss A R Bond
G A Boulter
J W Boyce
Mrs L M Bradley
F S Broadley
D M Carter (Deputy Mayor)
Mrs K M Chalk

Miss M V Chamberlain
M H Charlesworth
M L Darr
B Dave
R F Eaton
Mrs L Eaton JP
R E Fahey
D A Gamble
Mrs S Z Haq (Mayor)

J Kaufman
Mrs L Kaufman
Dr T K Khong
Mrs H E Loydall
K J Loydall JP
Mrs S B Morris
R E R Morris
R H Thakor

Dear Sir or Madam

I hereby **SUMMON** you to attend a meeting of the **FULL COUNCIL** to be held at the **COUNCIL OFFICES, STATION ROAD, WIGSTON** on **THURSDAY, 22 FEBRUARY 2018** at **7.00 PM** for the transaction of the business set out in the Agenda below.

Yours faithfully

Council Offices
Wigston
19 February 2018

Mrs Anne E Court
Chief Executive (Interim)

<u>ITEM NO.</u>	<u>AGENDA UPDATE</u>	<u>PAGE NO'S</u>
10.	Medium Term Financial Strategy 2018/19 and 2019/20	1
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For more information, please contact:

Democratic Services
Oadby and Wigston Borough Council



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Appendix C: Estimated Council Reserves

Description	Estimated Balance at 1/4/18	Estimated Balance at 1/4/19	Description
General Fund Balance			
General Fund ReReserve Balance	615,938	615,938	General Fund Balance
General Fund Earmarked Reserves			
Contributions Unapplied	30,000	30,000	Grants received for specific purposes that have not yet been used.
Service Improvement	12,134	12,134	Used to fund improvements in Council Services to improve performance
Forum Funding	160,520	130,520	Funding to be used to fund the improvement of areas which are specific Council priorities in areas where developments take place. Initial recommendations via Resident Forums
Welfare Reform	72,000	72,000	Monies set aside to cover additional costs associated with the Local Council Tax Benefit Scheme and Universal Credit
Income Profiling	46,374	6,374	Protection against fluctuations in service income
Disabled Facilities	15,934	25,934	Monies put aside specifically to fund additional DFG works
European Regional Development Fund	27,693	27,693	Monies set aside to provide match funding for ERDF Schemes.
Greening the Borough	120,550	120,550	Resources available to improve the environment of the Borough and well-being of residents
Active Asset Management	150,000	150,000	Funding for Asset Development within the Borough, in order to generate additional income.
Budget Equilibrium	200,952	40,000	To safeguard against changes in Council funding.
Land Valuation	16,563	16,563	To safeguard against changes in Council funding.
Land Charges	22,679	22,679	To support improvements in the Land Charges service
Borough Events	6,507	6,507	To support Borough Events
Revenue Reserve	473,855	268,655	To support Council development and safeguard Council services
Planning Delivery Grant Reserve	115,604	115,604	Funding for future housing and planning projects
Grounds Maintenance	334,474	296,074	A commuted lump sum to fund the maintenance of a specific green space.
	1,805,839	1,341,287	
Section 106 Reserves			
Section 106 Reserve	884,222	884,222	S106 balances received for expenditure on parks and public open spaces
Section 106 Interest	227,231	227,231	Interest received on S106 balances, now used with respective conditions
Other Capital Grants Receive in Advance	27,788	27,788	Grants received for specific purposes that have not yet been used
	1,139,241	1,139,241	
Capital Receipts Reserve			
Useable Capital Receipts	1,230,231	1,230,231	Receipts from sale of assets that can be used on capital projects only
Housing Revenue Account			
Housing Revenue Balance	300,000	300,000	HRA Balance
Regeneration Reserve	351,443	351,443	For regeneration of Housing Stock and supporting business plans for housing needs.
Total Reserves (Excluding General Fund Balance)	4,826,753	4,362,201	

**Allocation of Seats to Political Groups on Decision-Making and Other Bodies
of the Council as of February 2018 (including Variation)¹**

Committee	Size	<i>Liberal Democrat</i> (20/26) = 77%		<i>Conservative</i> (4/26) = 15%		<i>OWIG</i> (2/26) = 8%	
		Members	+/-	Members	+/-	Members	+/-
Appeals Panel	17	13	N/C	3	N/C	1	+1
Policy, Finance and Development Committee	14	11	N/C	2	-1	1	+1
Service Delivery Committee	14	11	N/C	2	-1	1	+1
Development Control Committee	13	10	N/C	2	N/C	1	+1
Interview Panel	12	9	N/C	2	N/C	1	+1
Licensing and Regulatory Committee	11	8	N/C	2	N/C	1	+1
- Licensing Sub-Committee	(3)	N/A	N/A	N/A	N/A	N/A	N/A
Place Shaping Working Group	9	7	N/C	1	-1	1	+1
Armed Forces Working Group	9	7	N/C	1	-1	1	+1
Change Management Committee	8	6	N/C	1	-1	1	+1
Health and Wellbeing Board	5	4	N/C	1	N/C	0	N/A
Children and Young Peoples' Forum	5	4	N/C	1	N/C	0	N/A
Community Engagement Forum	2	2	N/C	0	-1	0	N/A

OWIG = The Oadby-Wigston Independent Group

N/C = No change

N/A = Not applicable

¹ Local Government and Housing Act 1989, ss. 15-17 and The Local Government (Committees and Political Groups) Regulations 1990

Appointment of Office Holders, Committees & Membership as of February 2018

The below-mentioned Office Holders are those elected or appointed in accordance with Article(s) 2.07 of Part 2 of The Constitution of Oadby and Wigston Borough Council.

¹ Mayor:	Mrs Samia Z Haq
² Deputy Mayor:	David M Carter
³ Leader of the Council:	John W Boyce
⁴ Deputy Leader of the Council:	Michael H Charlesworth
⁵ Leader of the Conservative Opposition:	Bhupendra Dave
⁶ Leader of the OWIG Opposition:	Dr Teck K Khong

OWIG = The Oadby-Wigston Independent Group

The below-mentioned Committees, Boards, Panels, Forums and Working Groups are those that fall under the direct control of Oadby and Wigston Borough Council.

⁵ Appeals Panel (17) ⁷		
<i>Liberal Democrat (13)</i>	<i>Conservative (3)</i>	<i>OWIG (1)</i>
G A Boulter	E R Barr	Dr T K Khong
J W Boyce	B Dave	
Mrs L M Broadley	R E Fahey	
D M Carter		
M H Charlesworth		
M L Darr		
Mrs L Eaton		
R F Eaton		
D A Gamble		
Mrs S Z Haq		
J Kaufman		
Mrs L Kaufman		
Mrs S B Morris		

⁵ Policy, Finance and Development Committee (14)		
<i>Liberal Democrat (11)</i>	<i>Conservative (2)</i>	<i>OWIG (1)</i>

¹ Article 2.07.1 of Part 2, *The Constitution of Oadby and Wigston Borough Council, Terms of Reference of the Development Control Committee* (Oct 2015 edn), pgs 172-173

² Article 2.07.1 of Part 2, *ibid* at 1

³ Article 2.07.2 of Part 2, *ibid* at 1

⁴ Article 2.07.3 of Part 2, *ibid* at 1

⁵ Article 2.07.4 of Part 2, *ibid* at 1

⁶ Article 2.07.4 of Part 2, *ibid* at 1

⁷ 'No Member may sit on this Panel until he or she has undergone basic training on the law and procedure relating to the functions of the Panel', *The Constitution of Oadby and Wigston Borough Council, Terms of Reference of the Appeals Panel* (Oct 2015 edn), pg 2 ~~Page 3~~

L A Bentley	E R Barr	Dr T K Khong
G A Boulter	B Dave	
J W Boyce		
Mrs K M Chalk		
M L Darr		
R F Eaton		
D A Gamble (Vice-Chair)		
J Kaufman		
Mrs L Kaufman		
R E R Morris		
Mrs S B Morris (Chair)		

^s Service Delivery Committee (14)		
<i>Liberal Democrat (11)</i>	<i>Conservative (2)</i>	<i>OWIG (1)</i>
L A Bentley	E R Barr	Miss A R Bond
G A Boulter (Chair)	R H Thakor	
J W Boyce		
F S Broadley (Vice-Chair)		
Mrs L M Broadley		
D M Carter		
Miss M V Chamberlain		
R F Eaton		
Mrs L Eaton		
Mrs S Z Haq		
K J Loydall		

^{NS} Development Control Committee (13)⁸		
<i>Liberal Democrat (10)</i>	<i>Conservative (2)</i>	<i>OWIG (1)</i>
L A Bentley (Chair)	B Dave	Dr T K Khong
G A Boulter	R H Thakor	
F S Broadley		
Mrs L M Broadley (Vice-Chair)		
D M Carter		
D A Gamble		
J Kaufman		
Mrs L Kaufman		

⁸ 'No Member may sit on this Committee until he or she has undergone basic training on the law and procedure relating to the functions of the Committee', *The Constitution of Oadby and Wigston Borough Council, Terms of Reference of the Development Control Committee* (Oct 2015 edn), pg 204

Mrs H E Loydall
R E R Morris

5 Interview Panel (12)		
<i>Liberal Democrat (9)</i>	<i>Conservative (2)</i>	<i>OWIG (1)</i>
J W Boyce	B Dave	Vacant (No Nomination)
Mrs L M Broadley	R E Fahey	
D M Carter		
M H Charlesworth		
D A Gamble		
Mrs S Z Haq		
J Kaufman		
Mrs H E Loydall		
Mrs S B Morris		

NS Licensing and Regulatory Committee (11)⁹		
<i>Liberal Democrat (8)</i>	<i>Conservative (2)</i>	<i>OWIG (1)</i>
G A Boulter	E R Barr	Vacant (No Nomination)
Mrs L M Broadley (Chair)	R H Thakor	
Ms K Chalk		
Miss M V Chamberlain (Vice-Chair)		
M H Charlesworth		
R F Eaton		
Mrs H E Loydall		
J Kaufman		

NS Licensing Sub-Committee (3)¹⁰
Three Members to be appointed as and when needed in rotation (wherever practical) from the membership of the Licensing and Regulatory Committee.

5 Place Shaping Working Group (9)		
<i>Liberal Democrat (7)</i>	<i>Conservative (1)</i>	<i>OWIG (1)</i>
L A Bentley	B Dave	Miss A R Bond
G A Boulter		
J W Boyce (Chair)		

⁹ 'No Member may sit on this Committee [or] the Licensing Sub-Committee until he or she has undergone basic training on the law and procedure relating to the functions of those Committees', *The Constitution of Oadby and Wigston Borough Council, Terms of Reference of the Development Control Committee* (Oct 2015 edn), pg 208

¹⁰ 'Three Members to be appointed as and when needed in rotation (wherever practical) from the Licensing and Regulatory Committee', *The Constitution of Oadby and Wigston Borough Council, Terms of Reference of the Development Control Committee* (Oct 2015 edn), pg 208

M L Darr
Mrs H E Loydall
K J Loydall
Mrs S B Morris

§ Armed Forces Working Group (9)		
<i>Liberal Democrat (7)</i>	<i>Conservative (1)</i>	<i>OWIG (1)</i>
G A Boulter (Chair)	E R Barr	Miss A R Bond
J W Boyce		
D M Carter		
Mrs L Eaton		
R F Eaton		
Mrs S Z Haq		
Mrs S B Morris		

§ Change Management Committee (8)		
<i>Liberal Democrat (6)</i>	<i>Conservative (1)</i>	<i>OWIG (1)</i>
Mrs L M Broadley	B Dave	Miss A R Bond
M H Charlesworth (Chair)		
M L Darr		
J Kaufman		
K J Loydall		
Mrs S B Morris		

§ Health and Wellbeing Board (5)	
<i>Liberal Democrat (4)</i>	<i>Conservative (1)</i>
G A Boulter	B Dave
J W Boyce	
Mrs H E Loydall	
J Kaufman (Chair)	

§ Children and Young Peoples' Forum (5)	
<i>Liberal Democrat (4)</i>	<i>Conservative (1)</i>
Miss M V Chamberlain	R H Thakor
Mrs S Z Haq	
R E R Morris (Chair)	
Mrs S B Morris	

§ Community Engagement Forum (2)
<i>Liberal Democrat (2)</i>

J W Boyce
J Kaufman (Chair)

Residents' Forums (3)	
Chair of the Oadby Residents' Forum	M L Darr
Chair of the Wigston Residents' Forum	G A Boulter
Chair of the South Wigston Residents' Forum	Vacant

S | Substitute Members shall be permitted to attend any meeting of those Committees, Boards, Panels, Forums and Working Groups marked with **(S)** and vote on behalf of the Member(s) they are substituting for.¹¹

NS | No Substitute Members shall not be permitted to attend meetings of those Committees marked with **(NS)**.

The below-mentioned Forums and Working Groups are those that fall outside the direct control of Oadby and Wigston Borough Council.

Community Safety Partnership (1)
<i>Liberal Democrat (1)</i>
K J Loydall

Other appointments to Outside Bodies:

Local Government Association (LGA)	J W Boyce
LGA General Assembly	J W Boyce
District Council Network	J W Boyce
East Midlands Councils	J W Boyce
Police & Crime Commissioner's Panel	J W Boyce

¹¹ In accordance with Rule(s) 4 of Part 4, *The Constitution of Oadby and Wigston Borough Council, Council Rules, Council and Committee Procedure Rules* (Oct 2015 edn), pgs 237-238

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Full Council	Thursday, 22 February 2018	Matter for Information and Decision
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Title: **Proposed Appointment of Interview Sub-Panel
for the Vacancy of Chief Executive**

Author(s): **Karen Pollard (Head of People & Performance)**

1. Introduction

Following the resignation of the previous incumbent, the Council has determined to appoint a new Chief Executive. The purpose of this report addresses the appointment and Terms of Reference of a proposed three-Member Interview Sub-Panel.

2. Recommendation(s)

That Council appoints a 3 Member Interview Sub-Panel from the existing 11-Member Interview Panel to interview candidates for the vacant post of Chief Executive.

3. Information

- 3.1 At its Annual General Meeting on 16 May 2017, the Council reappointed an Interview Panel comprising of 11 Members ("the 11-Member Panel"): however the Council's Constitution is silent as to the Terms of Reference or remit of that 11-Member Panel.
- 3.2. In the absence of any such detail, it is assumed that the remit of that 11-Member Panel is to be involved in the interviewing of Chief Officers (including the Chief Executive) and to make recommendations to Council on appointments of suitable candidates for those pertaining vacancies as of when they arise.
- 3.3. Members will also be aware that the East Midlands Councils (EMC) organisation is currently supporting the Leader of the Council with the ongoing recruitment process to appoint a new Chief Executive. On the advice of the EMC, the Council has been advised that an 11-Member Panel is likely to be unwieldy, and that any Panel of such or a similar a size may adversely impact on the recruitment process.
- 3.4. It is therefore proposed that a three-Member Interview Sub-Panel be appointed from the membership of the 11-Member Panel to interview candidates for the vacant post of Chief Executive and to recommend to Council the appointment of a suitably qualified candidate(s).

Background Documents:

Report to Full Council on 05 December 2017
Report to Full Council (AGM) on 16 May 2017

E-mail: karen.pollard@oadby-wigston.gov.uk

Tel: (0116) 257 2727

Implications Proposed Appointment of Interview Sub-Panel (...)	
Finance	There are no financial implications arising from this report.
Christ Raymakers (Head of Finance, Revenues and Benefits)	
Legal	The legal implications are as set out in the report. The report is satisfactory.
David Gill (Head of Law & Governance / Monitoring Officer)	
Corporate Risk(s) (CR)	<input checked="" type="checkbox"/> Other Corporate Risk(s)
Karen Pollard (Head of People & Performance)	If the Council fails to attract quality staff to this role, service delivery will be affected.
Corporate Priorities (CP)	<input checked="" type="checkbox"/> Effective Service Provision (CP2)
Karen Pollard (Head of People & Performance)	The appointment and retention of key staff leads to an effective service provision.
Vision & Values (V)	<input checked="" type="checkbox"/> "A Strong Borough Together" (Vision)
Karen Pollard (Head of People & Performance)	The Council will not meet its Vision without the appointment and retention of key staff. The leadership role of the Chief Executive is essential to the success of the organisation.
Equalities & Equality Assessment(s) (EA)	There are no equalities implications arising from this report.
Karen Pollard (Head of People & Performance)	<input checked="" type="checkbox"/> Not Applicable (EA)