



Oadby and Wigston Borough Council

Dear Sir/Madam,

I hereby summon you to attend a meeting of the **ANNUAL GENERAL MEETING** to be held in the Council Offices, Station Road, Wigston on **TUESDAY, 13 MAY 2014** at **7.00 pm** for the transaction of the business set out in the Agenda below.

Yours faithfully

Council Offices
Wigston
06 May 2014

Chief Executive

AGENDA

Page No's

- | | | |
|-----|---|--------|
| 1. | Apologies for absence | |
| 2. | Mayor's Announcements | |
| 3. | Presentation:- | |
| | (a) Young Citizen of the Year 2014/2015 | |
| | (b) Citizen of the Year 2014/2015 | |
| 4. | Address by His Worship, Mr F Broadley | |
| 5. | Appreciations | |
| 6. | Election of the Mayor for the Year 2014/2015 | |
| 7. | Election of the Deputy Mayor for the Year 2014/2015 | |
| 8. | Proposed Appointment of Committees and Membership 2014/2015 | 1 - 5 |
| 9. | Final Schedule of Meetings 2014/2015 | 6 - 10 |
| 10. | Announcements by Newly Elected Mayor | |



Annual General Meeting	13 May 2014	Matter for Decision
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Title: **APPOINTMENT OF COMMITTEES AND MEMBERSHIP**
Mark Hall, Chief Executive

Author:

1. Introduction

The Local Government (Committees and Political Groups) Regulations 1990 require the Council to review the representation of different political groups at the Annual General Meeting of the Council.

2. Recommendations

That the political groups nominate membership of Committees and Working Groups in accordance with Appendix 1

3. Information

The ratios contained in Appendix 1 are based upon the current total membership of committees and reflect the Council's requirement to represent different political groups.

Email: ian.dobson@oadby-wigston.gov.uk Tel: 0116 2572604

Implications		
Financial	(KG)	No financial implications
Equalities	(KG)	Revised committee membership reflects political composition of the Council
Risk	(KG)	Failure to abide by the above regulations could lead to the Council acting ultra-vires
Legal	(KG)	In line with The Local Government (Committees and Political Groups) Regulations 1990



Oadby and Wigston Borough Council

PROPOSED COMMITTEES 2014 -2015 POSITIONS AND MEMBERSHIP TO BE APPOINTED BY POLITICAL GROUPS AT THE MEETING

Leader of Council:
Deputy Leader:
Leader of Opposition:

Mayor:
Deputy Mayor:
Leader of the Opposition:

The groups and committees listed below are only those that fall under the direct control of Oadby & Wigston Borough Council.

Development Control Committee (16)

Liberal Democrat 14
Conservative 1
First Conserve 1

Development Control Sub Committee (Enforcement) (5) (Chair sits on DC Committee)

Liberal Democrat 3
Conservative 1
First Conserve 1

Licensing & Regulatory Committee (14)

Liberal Democrat 12
Conservative 1
First Conserve 1

Policy, Finance & Development Committee (P, F & D) (14)

Liberal Democrat 12
Conservative 1
First Conserve 1

Service Delivery Committee (14)

Liberal Democrat 12
Conservative 1
First Conserve 1

Children & Young Peoples Forum (10)
(Chair sits on P, F & D Committee)

Liberal Democrat 8
Conservative 1
First Conserve 1

Place Shaping Working Group (10)
(Chair sits on P, F & D Committee)

Liberal Democrat 8
Conservative 1
First Conserve 1

Community Engagement Forum (3)
(Chair sits on P, F & D Committee)

Liberal Democrat 3

Constitutional Task Group (8)

Liberal Democrat 7
Conservative }
 } 1
First Conserve }

(New) Customer Services Task Group (10)
(Chair sits on P, F & D Committee)

Liberal Democrat 8
Conservative 1
First Conserve 1

Health & Wellbeing Board (8)
(Chair sits on Service Delivery Committee)

Liberal Democrat 7
Conservative }
 } 1
First Conserve }

Greening of the Borough Working Group (8)
(Chair sits on Service Delivery Committee)

Liberal Democrat 7
Conservative }
 } 1
First Conserve }

(New) Waste Task Group (10)
(Chair sits on Service Delivery Committee)

Liberal Democrat 8
Conservative 1
First Conserve 1

Armed Forces Working Group (8)

Liberal Democrat 6
Conservative 1
First Conserve 1

Supporting Leicestershire Families Coordinating Group (6)

Leader of the Council

Chairs of:

Policy, Finance & Development Committee

Service Delivery Committee

Children and Young Peoples' Forum

Community Safety Partnership

Health & Wellbeing Board

Appeals Panel (9)

Liberal Democrat 7
Conservative 1
First Conserve 1

Interview Panel (12)

Liberal Democrat 10
Conservative 1
First Conserve 1

Groups outside the direct control of the Council

Community Safety Partnership (3)

Liberal Democrat 3

Oadby & Wigston Highways Forum (5)

Liberal Democrat 4
Conservative }
 } 1
First Conserve }

Pride of the Borough (3)

Liberal Democrat 3

Senior Citizens' Forum (To be determined by the Forum)

Multi Cultural Group (To be determined by the Group)

Other Appointments

Oadby Residents' Forum Chair -
Wigston Residents' Forum Chair -
South Wigston Residents' Forum Chair -

Local Government Association -
LGA General Assembly -
District Council Network -
East Midlands Councils -
Police & Crime Commissioner's Panel -

Agenda Item 9



Annual General Meeting

13 May 2014

Matter for Decision

Title:

SCHEDULE OF MEETINGS 2014/15

Kalv Garcha, Head of Corporate Resources

Author:

1. Introduction

This report seeks Members' approval of the revised Schedule of Meetings for the 2014/15 Municipal Year as set out in the Appendix to this report.

2. Recommendations

That the Schedule of Meetings for 2014/15 attached to this report be adopted

3. Information

Council considered the adoption of a Schedule of Meetings for 2014/15 at its meeting held on 29 April 2014. The attached Schedule incorporates several small changes made at that meeting.

Email: ian.dobson@oadby-wigston.gov.uk Tel: 0116 2572 604

Implications		
Financial	(PL)	No financial implications
Equalities	(KG)	No significant implications
Risk	(KG)	No significant implications
Legal	(KG)	No significant implications

SCHEDULE OF COUNCIL & ALLIED MEETINGS 2014/15

All meetings will start at 7pm unless stated otherwise.

MAY 2014			
MON 5	BANK HOLIDAY	THURS 22	POLLING DAY
TUES 13	ANNUAL GENERAL MEETING	MON 26	BANK HOLIDAY
MON 19	YOUTH COUNCIL (Members Room)	THUR 29	DEVELOPMENT CONTROL COMMITTEE (1)
JUNE 2014			
TUES 3	MULTICULTURAL GROUP (1)	WEDS 11	GREENING THE BOROUGH WORKING GROUP (5:30PM) (1)
WEDS 4	SENIOR CITIZENS FORUM (2PM) (1)	THUR 12	OADBY RESIDENTS FORUM (6:30PM) (1)
	CHILDREN AND YOUNG PERSONS FORUM (1)	MON 16	YOUTH COUNCIL
THUR 5	WASTE TASK GROUP (5:30PM) (1)	WEDS 18	CONSTITUTIONAL TASK GROUP (6:30PM) (1)
	MEMBERS BRIEFING SESSION – INDIVIDUAL ELECTORAL REGISTRATION (6:30PM)	MON 23	ARMED FORCES DAY – RAISE THE FLAG
TUES 10	HEALTH & WELLBEING BOARD (1:30PM) (1)	TUES 24	COMMUNITY ENGAGEMENT FORUM (1)
	LICENSING MEMBER TRAINING (6:30PM) (PART I)	WEDS 25	SOUTH WIGSTON RESIDENTS FORUM (7:30PM) (1)
		THUR 26	DEVELOPMENT CONTROL COMMITTEE (2)
JULY 2014			
THUR 3	DEVELOPMENT CONTROL BOROUGH TOUR (6:30PM)	WEDS 16	PLACE SHAPING WORKING GROUP (6PM) (1)
MON 7	DEVELOPMENT CONTROL SUB- COMMITTEE (5:30PM) (1)	MON 21	COMMUNITY SAFETY PARTNERSHIP (2PM) (1)
TUES 8	HIGHWAYS FORUM (5:30PM) (1)		CUSTOMER SERVICES TASK GROUP (5:30PM) (1)
	SERVICE DELIVERY COMMITTEE (1)	YOUTH COUNCIL	
WEDS 9	LICENSING & REGULATORY COMMITTEE (1)	TUES 22	POLICY, FINANCE AND DEVELOPMENT COMMITTEE (1)
MON 14	WIGSTON RESIDENTS FORUM (1)	THUR 24	DEVELOPMENT CONTROL COMMITTEE (3) * To be moved at AGM
AUGUST 2014			
MON 18	YOUTH COUNCIL	FRI 22	SENIOR CITIZENS FORUM (2)
THUR 21	DEVELOPMENT CONTROL COMMITTEE (4)	MON 25	BANK HOLIDAY

SEPTEMBER 2014

TUES 2	BUDGET BRIEFING SESSION 6PM	MON 15	YOUTH COUNCIL
	COUNCIL (1)		
WEDS 3	CHILDREN AND YOUNG PEOPLES FORUM (2)	TUES 16	COMMUNITY ENGAGEMENT FORUM (2)
THUR 4	OADBY RESIDENTS FORUM (6:30PM) (2)	WEDS 17	MULTICULTURAL GROUP (2)
MON 8	WIGSTON RESIDENTS FORUM (2)	THUR 18	DEVELOPMENT CONTROL COMMITTEE (5)
TUES 9	HEALTH AND WELLBEING BOARD (1:30PM) (2)	MON 22	PRIDE OF THE BOROUGH AWARDS EVENING
	SUPPORTING LEICESTERSHIRE FAMILIES (6:30PM) (1)	TUES 23	HIGHWAYS FORUM (5:30PM) (2)
WEDS 10	GREENING THE BOROUGH WORKING GROUP (5:30PM) (2)		POLICY, FINANCE AND DEVELOPMENT COMMITTEE (7:30PM) (2) (<i>Statutory Reports</i>)
		WEDS 24	MILITARY COVENANT WORKING GROUP (1)
THUR 11	SOUTH WIGSTON RESIDENTS FORUMS (7:30PM) (2)		WASTE TASK GROUP (5:30PM) (2)
MON 15	DEVELOPMENT CONTROL SUB- COMMITTEE (5:30PM) (2)	SUN 28	CIVIC SERVICE

OCTOBER 2014

WEDS 1	SENIOR CITIZENS FORUM (2PM) (3)	MON 20	COMMUNITY SAFETY PARTNERSHIP (2PM) (2)
			YOUTH COUNCIL
THUR 2	LICENSING & REGULATORY COMMITTEE (2)	TUES 21	SERVICE DELIVERY COMMITTEE (2)
WEDS 8	CUSTOMER SERVICES TASK GROUP (5:30PM) (2)	WED 22	PLACE SHAPING WORKING GROUP (6PM) (2)
WEDS 15	CONSTITUTIONAL TASK GROUP (6PM) (2)	TUES 28	POLICY, FINANCE & DEVELOPMENT COMMITTEE (3)
THUR 16	DEVELOPMENT CONTROL COMMITTEE (6)	THUR 30	DEVELOPMENT CONTROL MEMBER TRAINING (6:30PM) (PART I)

NOVEMBER 2014

MON 3	DEVELOPMENT CONTROL SUB- COMMITTEE (5:30PM) (3)	MON 17	YOUTH COUNCIL
WEDS 5	MULTICULTURAL GROUP (3)	TUE 18	GREENING THE BOROUGH WORKING GROUP (5:30PM) (3)
THUR 6	LICENSING MEMBER TRAINING (6:30PM) (PART II)	WEDS 19	SOUTH WIGSTON RESIDENTS FORUM (7:30PM) (3)
SUN 9	REMEMBRANCE SUNDAY	THUR 20	OADBY RESIDENTS FORUM (6:30PM) (3)
THUR 13	DEVELOPMENT CONTROL COMMITTEE (7)	MON 24	WIGSTON RESIDENTS FORUM (3)

DECEMBER 2014

TUES 9	COUNCIL (2)	TUES 16	SENIOR CITIZENS FORUM (2PM) (4)
			COMMUNITY ENGAGEMENT FORUM (3)
THUR 11	DEVELOPMENT CONTROL COMMITTEE (8)	WEDS 24	CHRISTMAS EVE
WED 10	CHRISTMAS CAROL CONCERT	THUR 25	CHRISTMAS DAY
		FRI 26	BOXING DAY
MON 15	YOUTH COUNCIL		

THUR 1	NEW YEARS DAY	TUES 20	COUNCIL (<i>Setting of Council Tax Support Scheme</i>) SERVICE DELIVERY COMMITTEE (3)
THUR 15	DEVELOPMENT CONTROL COMMITTEE (9)	THUR 22	LICENSING & REGULATORY COMMITTEE (3)
MON 19	COMMUNITY SAFETY PARTNERSHIP (2PM) (3)	MON 26	HOLOCAUST MEMORIAL DAY – OWBC COMMEMORATION EVENT
	DEVELOPMENT CONTROL SUB COMMITTEE (5:30PM) (4)	TUES 27	WASTE TASK GROUP (5:30PM) (3)
	YOUTH COUNCIL	WEDS 28	CUSTOMER SERVICES TASK GROUP (5:30PM) (3)
FEBRUARY 2015			
TUES 3	POLICY, FINANCE AND DEVELOPMENT COMMITTEE (4)	MON 16	YOUTH COUNCIL
THUR 5	DEVELOPMENT CONTROL COMMITTEE (10)	TUES 17	GREENING THE BOROUGH WORKING GROUP (5:30PM) (4)
MON 9	MULTICULTURAL GROUP (4)	THUR 19	COUNCIL (3) (<i>Council Tax and Budget Setting</i>)
TUES 10	CONSTITUTIONAL TASK GROUP (6PM) (3)	WEDS 25	CHILDREN AND YOUNG PERSONS FORUM (3)
THUR 12	PLACE SHAPING WORKING GROUP (6PM) (3)	THUR 26	DEVELOPMENT CONTROL MEMBER TRAINING (6:30PM) (PART II)
MARCH 2015			
TUES 3	WIGSTON RESIDENTS FORUM (4)	TUES 17	COMMUNITY ENGAGEMENT FORUM (4)
WEDS 4	OADBY RESIDENTS FORUM (6:30PM) (4)	WEDS 18	LICENSING MEMBER TRAINING (6:30PM) (PART III)
THUR 5	DEVELOPMENT CONTROL COMMITTEE (11)	THUR 19	LICENSING & REGULATORY COMMITTEE (4)
MON 9	FLY A FLAG FOR THE COMMONWEALTH DAY	TUES 24	HEALTH AND WELLBEING BOARD (1:30PM) (3)
	DEVELOPMENT CONTROL SUB-COMMITTEE (5:30PM) (4)		POLICY, FINANCE AND DEVELOPMENT COMMITTEE (5)
TUES 10	SERVICE DELIVERY COMMITTEE (4)	WEDS 25	MILITARY COVENANT WORKING GROUP (2)
THUR 12	SOUTH WIGSTON RESIDENTS FORUM (7:30PM) (4)	TUES 31	PLACE SHAPING WORKING GROUP (6PM) (4)
MON 16	YOUTH COUNCIL		
APRIL 2015			
WEDS 1	WASTE TASK GROUP (5:30PM) (4)	WEDS 8	SUPPORTING LEICESTERSHIRE FAMILIES (6PM) (2)
THUR 2	DEVELOPMENT CONTROL COMMITTEE (12)		
FRI 3	GOOD FRIDAY	TUES 21	COUNCIL (4)
MON 6	EASTER MONDAY		
TUES 7	CUSTOMER SERVICES TASK GROUP (5:30PM) (4)	THUR 30	DEVELOPMENT CONTROL COMMITTEE (13)
MAY 2015			
MON 4	BANK HOLIDAY	MON 25	BANK HOLIDAY
THURS 7	POLLING DAY	THUR 28	DEVELOPMENT CONTROL COMMITTEE (1)
TUES 19	ANNUAL GENERAL MEETING		

(1) Unless otherwise stated, all main meetings of the Council and its Committees are open to the public and held at 7.00pm in the Council Chamber, Station Road, Wigston. For further information please contact Corporate Resources on 0116 257 2604 or email committees@oadby-wigston.gov.uk.

(2) The venues for the Oadby and South Wigston Residents Forums are to be confirmed. Wigston Residents Forum meetings are to be held in the Council Chamber.

(3) All Waste Task Group meetings are held at 5:30pm in the Committee Room.

(4) All Customer Services Task Group meetings are held at 5:30pm in the Committee Room.

(5) All Place Shaping Working Group meetings will take place in the Committee Room and commence at 6pm.

(6) Greening The Borough Working Group meetings will take place in the Committee Room at the Council Offices at 5:30pm.

(7) The Health and Wellbeing Board meetings will take place in the Committee Room and commence at 1:30pm.

(8) Local Highways Forum: In addition to the two meetings scheduled above, two further meetings will occur in 2015 – the dates for these will be set by Leicestershire County Council when their Calendar of Meetings is prepared later in 2014.

(9) The ICT Steering Group will be held in the Committee Room at 6pm.

(10) The Constitutional Task Group will be held in the Committee Room at 6pm.

(11) The Development Control Enforcement Sub-Committee will be held in the Committee Room at 5:30pm.

(12) The times of the above meetings may be varied at the discretion of the Chairman.

(13) Shaded boxes indicate meetings, groups or events that are not directly run by the Council.

(14) Meetings of the Youth Council for April and May in 2015 are to be confirmed following consideration by the Youth Council.