



Oadby and Wigston Borough Council

TO COUNCILLOR:

Mrs L M Broadley
Mrs L Eaton
L A Bentley
G A Boulter
J W Boyce
F S Broadley
D M Carter
Miss M V Chamberlain
M H Charlesworth

B Dave
M L Darr (Mayor)
R F Eaton (Deputy Mayor)
D A Gamble
Mrs S Z Haq
J Kaufman
Mrs H E Loydall
K J Loydall
R E R Morris

Mrs S B Morris
R H Thakor
G S Atwal
T Barr
Ms A R Bond
Ms K Chalk
B Fahey
Dr T K Khong

Dear Councillor et al,

I hereby summon you to attend a meeting of the **COUNCIL** to be held at the Council Offices, Station Road, Wigston on **TUESDAY, 8 DECEMBER 2015 at 7.00 PM** for the transaction of the business set out in the Agenda below.

Yours faithfully

Council Offices
Wigston
01 December 2015

Mark Hall
Chief Executive

A G E N D A

Page No's

1. Calling to Order of the Meeting and Prayers

The meeting of the Council will be called to order to receive His Worship, The Mayor and Deputy Mayor. Members, Officers and those otherwise in attendance are asked to remain standing whilst the Meeting is led in prayer by the Chaplin.

2. Apologies for Absence

3. Declarations of Interest

Members are reminded that any declaration of interest should be made having regard to the Members' Code of Conduct. In particular, Members must make clear the nature of the interest and whether it is 'pecuniary' or 'non-pecuniary'.

4. Reading, Confirmation and Signing of Minutes

To read, confirm and sign the minutes of the previous meeting in accordance

with Rule 17 of Part 4 of the Constitution.

- | | |
|--|--------------|
| a) Minutes of the Meeting of the Council held on Tuesday, 01 September 2015 | 1 - 3 |
| b) Minutes of the Extraordinary Meeting of the Council held on Tuesday, 27 October 2015 | 4 - 7 |

5. Motions on Notice **8**

To consider any Motions on Notice in accordance with Rule 12 of Part 4 of the Constitution.

6. Mayor's Announcements

7. Petitions, Deputations and Questions

To receive any Petitions and, or, Deputations in accordance with Rule 24 of Part 4 of the Constitution.

Members are reminded that in accordance with Rule 11.1 of Part 4 of the Constitution, questions can be asked of the Leader of the Council and the Chair of a Committee without notice upon an item of the report of a Committee when that item is being receiving or under consideration by the Council.

8. Leader's Statement

9. Responses to Notices of Motion **9 - 12**

10. Combined Authority for Leicester and Leicestershire **13 - 85**

11. Recommendations of the Independent Remuneration Panel **86 - 87**

12. Review of Gambling Act Statement of Licensing Policy **88 - 120**

13. Oadby Swimming Pool Site - Leicester Road, Oadby **121 - 125**

14. North West Leicestershire Local Plan **126 - 127**

15. Update on Local Development Orders for Housing Development on Brownfield Land in the Borough **128 - 131**

16. Receiving of Minutes for Information

The Council will receive the minutes from the meetings of the below-mentioned Committees, Forums, Working Groups and Outside Bodies for the purposes of information in accordance with Rule 17 of Part 4 of the Constitution.

- | | |
|--|------------------|
| a) Minutes of the Oadby Residents' Forum held on Wednesday, 02 September 2015 | 132 - 136 |
| b) Minutes of the Development Control Sub-Committee (Enforcement) held on Monday, 07 September 2015 | 137 - 139 |
| c) Minutes of the South Wigston Residents' Forum held on Wednesday, 09 September 2015 | 140 - 143 |
| d) Minutes of the Armed Forces Working Group held on Thursday, 10 September 2015 | 144 |
| e) Minutes of the Wigston Residents' Forum held on Wednesday, 16 September 2015 | 145 - 150 |
| f) Minutes of the Strategic Place Shaping and Economic Development | 151 - 154 |

Working Group held on Thursday, 17 September 2015

g)	Minutes of the Policy, Finance and Development Committee held on Tuesday, 22 September 2015	155 - 159
h)	Minutes of the Greening of the Borough Working Group held on Wednesday, 23 September 2015	160 - 163
i)	Minutes of the Supporting Leicestershire Families Coordinating Group held on Tuesday, 29 September 2015	164
j)	Minutes of the Community Engagement Forum held on Wednesday, 30 September 2015	165 - 168
k)	Minutes of the Licensing and Regulatory Committee held on Thursday, 01 October 2015	169 - 173
l)	Minutes of the Independent Remuneration Panel held on Monday, 12 October 2015	174 - 177
m)	Minutes of the Service Delivery Committee held on Tuesday, 13 October 2015	178 - 188
n)	Minutes of the Highways Forum held on Thursday, 15 October 2015	189 - 193
o)	Minutes of the Development Control Committee held on Thursday, 22 October 2015	194 - 197
p)	Minutes of the Policy, Finance and Development Committee held on Tuesday, 27 October 2015	198 - 208
q)	Minutes of the Children and Young People Forum held on Wednesday, 28 October 2015	209 - 215
r)	Minutes of the Independent Remuneration Panel held on Tuesday, 03 November 2015	216 - 218
s)	Minutes of the Development Control Sub-Committee (Enforcement) held on Monday, 09 November 2015	219 - 221

17. Exclusion of Press and Public

The press and public are likely to be excluded from the remainder of the meeting in accordance with Section 100(A)(4) of the Local Government Act 1972 (Exempt Information) during consideration of the items below on the grounds that it involves the likely disclosure of exempt information, as defined in the respective paragraph(s) 1 and 3 of Part 1 of Schedule 12A of the Act and the public interest in maintaining the exempt items outweighs the public interest in disclosing the information.

a)	Oadby Swimming Pool Site - Leicester Road, Oadby (Exempt Appendix No. 2)	222
b)	Staffing Issues	

**MINUTES OF A MEETING OF THE COUNCIL HELD AT THE COUNCIL OFFICES,
WIGSTON ON THURSDAY 01 OCTOBER 2015 COMMENCING AT 7:00 PM**

<u>IN ATTENDANCE:</u>		
Mayor - M L Darr		
Deputy Mayor - R F Eaton		
COUNCILLORS:		
G S Atwal	L A Bentley	Ms A R Bond
G A Boulter	J W Boyce	F S Broadley
Mrs L M Broadley	D M Carter	Ms K Chalk
Miss M V Chamberlain	M H Charlesworth	B Dave
Mrs L Eaton	B Fahey	D A Gamble
Mrs S Z Haq	J Kaufman	Dr T Khong
Mrs H E Loydall	K J Loydall	R E R Morris
	Mrs S B Morris	
OFFICERS IN ATTENDANCE:		
M Hall	Miss G Ghuman	

Min Ref.	Narrative	Officer Resp.
28.	APOLOGIES FOR ABSENCE	
	An apology for absence was received from Councillors T Barr, R H Thakor and Mrs S Z Haq.	
29.	DECLARATIONS OF INTEREST	
	None.	
30.	MINUTES OF PREVIOUS MEETING HELD ON 16 JUNE 2015	
	RESOLVED THAT: The minutes of the Council meeting held on 16 June 2015 be taken as read, confirmed and signed.	
31.	MOTIONS ON NOTICE	
	None.	
32.	MOTION TO CONFER THE TITLE OF HONORARY ALDERMAN	
	The Leader advised Members that former Councillor Peter Swift was delighted that he was to be made an Honorary Alderman. RESOLVED THAT: That former Councillor Peter Swift be made an Honorary Alderman.	

33.	MAYOR'S ANNOUNCEMENTS	
	None.	
34.	PETITIONS, DEPUTATIONS AND QUESTIONS	
	None.	
35.	LEADER'S STATEMENT	
	<p>The Leader of the Council stated that it was an interesting time for the Council and that the two new swimming pools will be opening in November 2015. He advised Members that the new Customer Services Centre will be opening on 12 October. He advised that the new refuse vehicles have been well received and are operating well.</p> <p>A Member asked for an update concerning strategic authorities, to which the Leader advised that there is no update as such, but nonetheless said that at the Leader's Meeting they had agreed to support a bid to government relating to a strategic housing, employment, infrastructure and education departments. He emphasised that this would be a high level strategic bid and that no council has taken this to a government structure. He advised Members that he will keep them updated regarding the same.</p>	
36.	TO RECEIVE THE MINUTES FOR INFORMATION OF THE MEETINGS OF THE FOLLOWING COMMITTEES, FORUMS, WORKING GROUPS AND OUTSIDE BODIES	
	<p>RESOLVED THAT:</p> <p>The minutes of the meetings of the Committees, Forums and Working Groups as set out in the report be received.</p>	
37.	EXCLUSION OF PRESS AND PUBLIC	
	<p>RESOLVED THAT:</p> <p>The press, public and remaining officers present be excluded from the remainder of the meeting in accordance with Section 100 (A)(4) of the Local Government Act 1972 (Exempt Information) during consideration of agenda item 16a on the grounds that it involved the disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exempt items outweighed the public interest in disclosing the information.</p>	
43.	STAFFING	
	Members had a discussion in camera regarding staffing.	

THE MEETING CLOSED AT 7:30 PM



MAYOR

TUESDAY 08 DECEMBER 2015

Agenda Item 4b

**MINUTES OF AN EXTRAORDINARY MEETING OF THE COUNCIL HELD AT THE
COUNCIL OFFICES, WIGSTON ON TUESDAY, 27 OCTOBER 2015 COMMENCING
AT 6:15 PM**

<u>IN ATTENDANCE:</u>		
Mayor - M L Darr Deputy Mayor - R F Eaton		
COUNCILLORS:		
G S Atwal G A Boulter D M Carter B Fahey J Kaufman	E Barr F S Broadley Ms K Chalk D A Gamble Dr T Khong Mrs S B Morris	L A Bentley Mrs L M Broadley M H Charlesworth Mrs S Z Haq R E R Morris
OFFICERS IN ATTENDANCE:		
M Hall	Mrs A E Court S Ball	M Hone

Min Ref.	Narrative	Officer Resp.
44.	<p>CALLING TO ORDER OF MEETING</p> <p>The Meeting was called to order to receive His Worship, The Mayor and Deputy Mayor.</p> <p>A minute's silence was observed in memory of the late former Councillor, Peter Swift. The Mayor commended the former Councillor's notable 24-years of service as a Councillor of the Borough, including his term in the Office of Mayor for the municipal year 1999-2000.</p> <p>The Mayor confirmed that an earlier resolution by Members at a meeting of this Council held on 01 September 2015 to confer the Title of Honorary Alderman upon the former Councillor was to be honoured.</p>	
45.	<p>APOLOGIES FOR ABSENCE</p> <p>An apology for absence was received from Councillors J W Boyce, B Dave, Mrs L Eaton, Mrs H E Loydall, K J Loydall and R H Thakor.</p>	
46.	<p>DECLARATIONS OF INTEREST</p> <p>None.</p>	
47.	<p>MOTIONS ON NOTICE</p> <p>The Council gave consideration to and debated the Motion on Notice (at page 1) as delivered by the Chief Executive in respect of the Leicester, Leicestershire and Rutland Combined Fire Authority's (CFA) announce-</p>	

ment to consult upon reductions to frontline services. This should be read together with these minutes as a composite document.

The Motion was moved by Councillor G A Boulter who noted the subject-matter was an item before debate at an extraordinary meeting of Leicestershire County Council called on 08 October 2015.

The Member disapproved of the non-inclusiveness of the online consultation process insofar as not all potential Borough consultees have access to the internet. It was noted that at a well-attended public engagement event held at Wigston Fire Station on Friday 16 October 2015, the majority of residents had expressed opposition to the proposed cutbacks. A concern was further raised in respect the CFA's decision-making process in view of the recent abolition of its Scrutiny Committee in May 2015, subsequently limiting the scope to properly scrutinise the outlined proposals (at 1(b) of the Motion) and ascertain their potential consequences. A possible conflict of interest was also cited insofar as Chair and Vice-Chair of the CFA were the Leaders of Leicester/shire County and City Councils, respectively. It was stated that the outlined proposals, including the replacement of three fire engines with less-equipped Tactical Response Vehicles (TRV's), would adversely affect the ability of firefighters to adequately respond to emergencies throughout Leicester/shire and Rutland within the 10 minute response target for life-risk incidents. This was said to contribute to greater number of potential fatal/non-fatal casualties and engender implications as to the extent of fire damage and insurance queries.

The Motion was seconded by Councillor M H Charlesworth who reserved his right to speak upon the Motion.

Councillor Mrs L M Broadley stated that she was disappointed with the public engagement event held at Wigston Fire Station. She advocated that the selling of the Leicestershire Fire and Rescue Service (LFRS) Headquarters ought to be given consideration as an alternative means to achieve the savings. It was further noted that a significant financial loss would borne by the tax-payer in respect of recent investment made in the Central Fire Station subsequent to any intended closure/sale. A concern was raised as to the limited publication of the CFA's Public Consultation Summary Report for want of a more informed decision-making process. It was stated that the proposals would profoundly jeopardise the safety of Leicester/shire and Rutland residents, most notably in the Kibworth/Harborough areas, and that a comprehensive risk assessment was required before opposition was abandoned.

Councillor J Kaufman stated that it was the professional opinion of many spoken to frontline firefighters that the increasingly progressive nature of the cutbacks to the LFRS was dangerous. It was said that the proposals would reduce County-wide capacity to critically-low levels and further stretch the already-limited resources available at Wigston Fire Station in so providing the necessary relief-support to neighbouring areas affected by closures. The Member also reiterated the aforementioned concerns in respect of the CFA's lack of scrutiny opportunities.

Councillor G S Atwal advised that at a recent branch meeting of the

	<p>Harborough Constituency Labour Group, party members had strongly-voiced opposition to the outlined proposals in terms of the increased pressure upon the LFRS's resources to address emergency situations.</p> <p>Councillor Mrs S Z Haq stated that she opposed the intended cutbacks and requested that sounder advice be given to the CFA in terms of efficiency-savings and forward-thinking planning in this policy area.</p> <p>Councillor D A Gamble invited opposition Members to lobby their Leaders and counterparts from their respective political groups in the neighbouring Leicester/shire authorities to oppose the outlined proposals. He further stated that the suggested replacement TRV's were ill-equipped and under-crewed to undertake life-saving operations and therefore posed potential safety hazards to firefighters and service-users alike within the prescribed fire safety procedures and protocols.</p> <p>Councillor G S Atwal confirmed that the Harborough Constituency Labour Party Group has written to the City Mayor of Leicester City Council, Sir Peter Soulsby, and other local Labour Party groups.</p> <p>Councillor M H Charlesworth commended the County-wide effort of the Liberal Democrats in bolstering publicity in respect of the opposition campaign which sought to emphasise serious reservations to the outlined proposals. He raised a concern as to CFA's single-polity committee structure in terms of the combined governance, finance and scrutiny portfolios. The Public Consultation Summary Report was said to be insubstantial and was presented under a guise of efficiency-savings in which its Integrated Risk Management Plan has been described as unsafe by Senior LFRS Officers. The Member was of the opinion that the online consultation process was flawed and entertained potential scope for procedural improprieties due to the 10-day consultee period, adding that the CFA was to be encouraged to acknowledge its feedback. A further concern was raised in respect of the CFA's 10% allocation of its budget to reduce its existing debts. The Member summarised the non-frontline orientated alternatives (at 3(a) of the Motion) which were noted to have received support from City and Country Councillors across the political spectrum. The Member raised a concern as to the over-politicisation of this policy area vis-à-vis the need to safeguard the residents of Leicester/shire and Rutland. He surmised that the proposals of this magnitude risked the LFRS being unable to provide a safe level of service within the Borough and beyond.</p> <p>Councillor G A Boulter urged that the Motion receive unanimous cross-party consensus commensurate to the strong representation gauged across all residents of the Borough opposing the outlined proposals, adding this was not only a county-wide but also a nation-wide concern.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>Following the announcement by Leicester, Leicestershire & Rutland Combined Fire Authority to consult on significant reductions to front-line services, we believe Oadby & Wigston Borough Council should respond, and the Council's response should be agreed at an extraordinary meeting of the Council.</p>
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	<p>1. That this Council notes that:-</p> <ul style="list-style-type: none"> a) The Central Government Grant to the CFA is projected to fall from £17.8m in 2013/14 to £9.1m by 2019/20. b) The proposals being consulted on will result in: <ul style="list-style-type: none"> i. The removal of 11 out of 30 fire engines; ii. The loss of 88 fire-fighters; iii. The closure of Kibworth and Central fire stations. <p>2. That this Council notes with concern:-</p> <ul style="list-style-type: none"> a) That the closure of Central and Kibworth fire stations will adversely affect the 10 minute response time to get to a life-threatening emergency. b) That the recent removal of the Scrutiny Committee at the CFA has limited the scope to scrutinise any decision. c) The lack of detail given to Members of the CFA, the FBU and members of the public when considering these proposals. d) That the proposed cuts are front-line orientated. <p>3. That this Council therefore calls on the CFA to:-</p> <ul style="list-style-type: none"> a) Withdraw the current proposals and explore other alternatives including:- <ul style="list-style-type: none"> i. Selling the Fire HQ and use the funds for transformation work. ii. Explore other sources of income including cooperation with the other blue-light services in Leicestershire. iii. Look at collaboration with other neighbouring fire services for efficiency savings on back office functions. b) Recognise that the proposed cuts, taken together with significant housing growth in Leicestershire and population increases will lead to the CFA being unable to provide a safe service. 	
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THE MEETING CLOSED AT 6:51 PM



.....
MAYOR
.....

.....
TUESDAY 08 DECEMBER 2015
.....

NOTICE OF MOTION

08 December 2015

1. *That this Council:*

Objects in the strongest possible terms to the proposals put forward by the Local Government Boundary Commission for England (LGBCE) for the County Council wards in Oadby & Wigston.

2. *That this Council notes that:*

- a) The two-Member ward (Oadby South & Wigston East) puts two separate and distinct communities together. This proposed ward cuts in half the Little Hill Estate - a recognised community with its own residents association.
- b) In putting forward these proposals the LGBCE has ignored all its own rules and guidance with the exception of electoral equality.

3. *That this Council therefore requests that:*

The LGBCE drop their current proposals, and to keep Oadby as a two-Member ward and adopt the alternative proposals previously put forward for the three wards in Wigston.



Council	Tuesday, 08 December 2015	Matter for Information and Decision
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Title: Responses to Notices of Motion

Author: Mark Hall, Chief Executive

1. Introduction

- 1.1 The attachments to this report are the responses that the Council has recently received in relation to two motions that members proposed and approved on 22 September 2015 and 27 October 2015.

2. Recommendations

- 2.1 That Members note the responses received and instruct the Chief Executive accordingly.

3. Information

- 3.1 At a meeting of the Policy, Finance and Development Committee on 22 September members proposed and passed a motion in relation to the potential withdrawal of free school meals currently provided to all infant school children. The Chief Executive was tasked by members to write to the local Member of Parliament and the Chancellor of the Exchequer and to urge them to continue with free infant school meals. The two responses are attached at Appendix A and Appendix B.
- 3.2 At an Extra Ordinary meeting of the Council on 27 October 2015 members proposed and passed a motion in relation to the consultation exercise being carried out by the Leicester, Leicestershire and Rutland Fire Authority on its budget proposals. The Chief Executive was tasked by members to write to the Fire Authority to register their discontent with the way that the consultation exercise was being conducted and to oppose the budget proposals being made. The response is attached in Appendix C.

Mark Hall

From: SONECHA, Meera [meera.sonecha@parliament.uk]
Sent: 12 October 2015 17:55
To: Mark Hall
Subject: Free School Meals

Dear Mark

Thank you for your letter of 28 September about proposals to withdraw free school meals for infant school children. There are no such proposals so far as I know and anyway the Borough Council has no responsibility for this scheme.

Yours sincerely

Edward

The Rt Hon Sir Edward Garnier QC MP
House of Commons
London SW1A 0AA

Website: www.edwardgarnier.co.uk – sign up for news updates [here](#)

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Twitter: <https://twitter.com/EGarnierMP>

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APPENDIX B

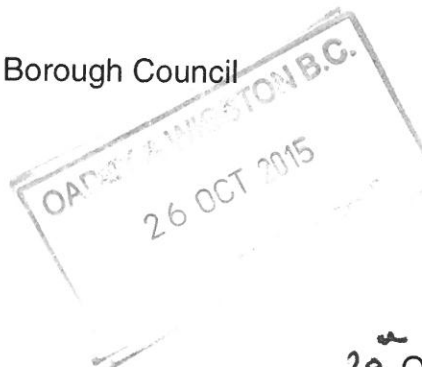
2015-0045837POSG

Sam Gyimah MP

Parliamentary Under Secretary of State for Childcare and Education

Sanctuary Buildings Great Smith Street Westminster London SW1P 3BT
tel: 0370 000 2288 www.education.gov.uk/help/contactus

Mark Hall
Chief Executive, Oadby and Wigston Borough Council
Station Road
Wigston
Leicestershire
LE18 2DR



20th October 2015

Dear Mr Hall,

Thank you for your letter of 28 September, addressed to the Chancellor of the Exchequer, about universal infant free school meals. Your letter has been forwarded to this department and I am replying as the minister responsible for this policy area.

The continuation of universal infant free school meals was a commitment in the Conservative Party's election manifesto. The government is currently conducting a Spending Review across all its programmes in England.

We want to give every child, regardless of their background, the very best start in life. This is at the heart of our reforms to school meals. We have already made good progress in this area and the new School Food Standards mean that pupils of all ages, including infants, are eating nutritious food which we know helps children to concentrate in the classroom and supports a healthy lifestyle.

Thank you for writing on this important matter.

Yours sincerely,

Sam Gyimah MP

Richard Chandler
Chief Fire and Rescue Officer and Chief Executive

LEICESTERSHIRE

FIRE and RESCUE SERVICE

www.leicestershire-fire.gov.uk

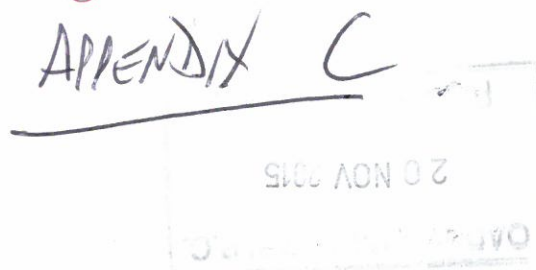


Our ref: 1276/IRMP 2
Please ask for: Andrew Brodie
Tel: 0116 2292054
Date: 16th November 2015

Service Headquarters, 12 Geoff Monk Way, Birstall, Leicester, LE4 3BU
☎ 0116 287 2241 📠 0116 227 1330 ✉ info@lfrs.org

protecting our communities

Mark Hall
Borough of Oadby & Wigston
Station Road
Wigston
Leicestershire
LE15 2DR



Dear Mark

Thank you for your letter dated 3rd November 2015 and the points you raise.

As you may be aware Leicestershire Fire and Rescue Service is facing challenging times and the proposals we are making will help to bring us into the 21st century. The proposals are in response to the diverse operational demands on the Service and increased financial pressures.

The Combined Fire Authority approved the commencement of a 10 week period of consultation at its meeting on 24 September. It will gather public views on a number of proposed changes that will better match resources to community risk across our area.

The proposals represent our operational response plans as we move forwards towards 2020. They are safe, proportionate and affordable. We have been through a very thorough process of evaluation and analysis in developing these proposals and we believe they represent the best way forward for Leicestershire Fire and Rescue Service.

Comments and feedback received during the consultation will be included in the final results that will be presented to the Combined Fire Authority in February 2016, when a final decision on the proposals will be made.

The public consultation period closes on 4 December 2015.

Yours sincerely,

Andrew Brodie
Assistant Chief Fire Officer





Council	Tuesday, 08 December 2015	Matter for Decision
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Title: **Combined Authority for Leicester and Leicestershire**

Author: **Mark Hall, Chief Executive**

1. Introduction

- 1.1 This report seeks Members' approval to establish a Combined Authority for Leicester and Leicestershire.

2. Recommendations

That this Council:

- 2.1 Approve the Scheme for the Combined Authority ('the Scheme');
- 2.2 Approve the Governance Review in relation to the Combined Authority;
- 2.3 Authorise the publication of the Scheme and Governance Review and its submission to the Department for Communities and Local Government;
- 2.4 Authorise the Chief Executive, following consultation with the Leader, to make any final amendments to the Scheme and Governance Review prior to their submission to the Department for Communities and Local Government in December 2015 or January 2016;
- 2.5 Authorise the Chief Executive, following consultation with the Leader, to enter into discussions with the Department for Communities and Local Government and such other Government departments and other persons as are considered necessary by the Chief Executive to agree the terms of the Order establishing the Combined Authority and to approve the final form of the Order on behalf of the Council;
- 2.6 Authorise the Chief Executive, following consultation with the Leader:
- 2.7 To negotiate, agree and execute all ancillary documents in support of the operation of the Combined Authority, including (without limitation) the constitution of the Combined Authority; and
- 2.8 To take all decisions and actions necessary to enable the establishment of the Combined Authority.

3. Background

- 3.1 The drive for economic growth continues to be the long standing and overriding focus both locally and nationally. In order to achieve this at a local level the Government is actively encouraging Councils throughout the country to join together at a strategic level to form Combined Authorities. The most notable of these is Greater Manchester which is now commonly referred to as the “Northern Powerhouse”.
- 3.2 The nine councils which make up Leicestershire and Leicester firmly believe they can build upon their own successes of working together and with other organisations by strengthening and formalising partnership arrangements through the creation of a Combined Authority for this area. In particular, this would allow more opportunity to work closely together with Government and the Leicester and Leicestershire Enterprise Partnership (LLEP) to enhance the collective impact on economic growth in the area.
- 3.3 In order to do this the nine Councils in Leicester and Leicestershire (the “Constituent Councils”) submitted an initial proposal to the Secretary of State for Communities and Local Government on 3 July 2015 to start the process of creating a Combined Authority for this area. This outlined the scope of the Combined Authority and has formed the basis of the actions taken since, as set out in this report.
- 3.4 All nine Councils are considering similar versions of this report during November and December 2015. If all Councils support the proposals then a formal bid to become a Combined Authority will be submitted to the Government in January 2016. The bid will only be considered by the Government if all the Councils in a particular area are prepared to approve and sign it.

4. Legal Position

The Local Democracy, Economic Development & Construction Act 2009 (the “2009 Act”)

- 4.1 The 2009 Act sets out the statutory process for the creation of a Combined Authority. A Combined Authority is a public body with its own legal entity created by existing local authorities in an area, but is not a merger of those authorities. Each of the nine Councils will still continue to retain their own individual sovereignty as they do now.
- 4.2 The reason for creating and the benefits of a Combined Authority include the provision of a simple means of fully aligning and coordinating transport planning and wider economic development and regeneration, including strategic planning, across the county and city. This would enable economic development, regeneration and transport initiatives to be aligned, coordinated, and delivered swiftly and efficiently by a single body.
- 4.3 In addition the creation of a Combined Authority will also be the most effective way of demonstrating that the “Duty to Co- operate” as set out in the Localism Act 2011 is being fulfilled by each Council. The absence of

having this in place at the moment will increasingly pose a major threat to the adoption of each Council's Local Development Framework and therefore its ability to control and direct growth and development in its own area.

- 4.4 The Combined Authority will also enable a shared understanding about Leicester and Leicestershire as a single economic area across the Constituent Councils and will create a strategic framework for economic development and transport which will improve consistency in local decision making. It will also increase the control and influence of the Constituent Councils across the key drivers of economic growth.
- 4.5 A Combined Authority Order can only be made for an area which meets the following conditions:
- (i) it consists of the whole of two or more council areas in England;
 - (ii) no part of the area is separated from the rest of the Combined Authority by a non constituent council (e.g. Leicester and Leicestershire could not be a combined authority area with Nottingham City because Nottinghamshire would be between the two areas);
 - (iii) the Combined Authority area does not surround a non-constituent council (e.g. Leicestershire could not form a combined authority without Leicester);
 - (iv) no part of the area is part of another combined authority, economic prosperity board or integrated transport area (this does not apply to non-constituent membership of another combined authority);
 - (v) all parts of the area were included in the scheme prepared and published;
 - (vi) all Councils in the area must consent (including two-tier area, where the County and Districts must agree).
- 4.6 Prior to submitting a proposal to the Secretary of State, Councils must conduct a *governance review* of their area, prepare a *draft scheme* meeting the conditions set out in the 2009 Act and then publish and *consult* on the proposals. These tasks have all been completed and are considered in Sections 5 and 6 of this report.

The Cities and Local Government Devolution Bill (the "Bill") – *not yet fully drafted*

- 4.7 If passed, the Bill proposes to broaden the scope of powers that it is possible to confer on a combined authority, beyond those related to economic development, strategic planning and transport. It will make it possible for the Secretary of State to transfer functions from an existing public authority (a Minister of the Crown or Government Department, but

not a County or District Council) to a combined authority. In addition, the Secretary of State will have power to confer on a combined authority the general power of competence, which the Council enjoys under the Localism Act 2011.

- 4.8 The Bill makes changes to governance structures for combined authorities by enabling the Secretary of State to make a statutory order to 'provide for there to be a mayor for the area of a combined authority'. However, the Minister has explained that this will not be used by the Secretary of State as a condition for agreeing to the transfer of local authority or public authority functions to a combined authority.
- 4.9 At present it is not known what the final changes to the Bill will be and when those changes will be brought into force, however the intention is that the Bill achieves Royal Assent by the end of 2015. The Leicester and Leicestershire Combined Authority Scheme and proposals set out in this report are therefore based on existing legislation, rather than the Bill.

5. The Governance Review and Draft Scheme

The Governance Review

- 5.1 The Governance Review is an assessment of:
- (i) the effectiveness and efficiency of transport within the review area; and
 - (ii) the effectiveness and efficiency of arrangements to promote economic development and regeneration within the review area.
- 5.2 The Governance Review, attached as Appendix 1 to this report, was undertaken by the Constituent Councils during August and September 2015. The findings of the review are clear that the best governance model to enable economic and transport improvements in the local area is a combined authority.
- 5.3 The Governance Review considered alternatives to having a combined authority; for example that the Constituent Councils could continue to work together as they are, or form a joint committee, or an economic prosperity board. However, as analysed in the Governance Review, none of these options would give the full benefits of a combined authority. This is shown below:-

Option Evaluation

Maintain the Status Quo

Maintaining the status quo would mean difficulties in accessing new funding and powers in line with the ambitions of the area. It would leave Leicester and Leicestershire behind other areas and would therefore be likely to have a detrimental impact on the economy of the area in the future. It would not

strengthen the governance processes which largely rely on informal arrangements.

Joint Committee

The establishment of a Joint Committee would strengthen the current partnership arrangements and place them on a more formal basis. However, there is a lack of stability and certainty which is unlikely to secure long term funding commitments. In addition, the lack of legal status and financial accountability means that the same difficulties in accessing new funding and powers presented by status quo are likely to be encountered.

Economic Prosperity Board

An Economic Prosperity Board would provide strategic direction and accountability for economic development and regeneration and would ensure that a single formal decision-making body was in place for this. However, strategic transport would not be included in these arrangements, thus greatly limiting the scope for increased effectiveness and efficiency.

Combined Authority

A Combined Authority with devolved funding would create a clear and effective platform for accelerating economic prosperity in Leicester and Leicestershire through the creation of integrated, strategic frameworks to enable the delivery of investment plans for planning, transport and skills.

The Draft Scheme

- 5.4 The Draft Scheme is attached as Appendix 2 to this report. It will form the basis for the Order made by the Secretary of State. Part 1 of the Draft Scheme clarifies arrangements relating to membership, voting, and scrutiny.
- 5.5 The Draft Scheme is based on a concurrent powers model with no transfer of existing powers. No Constituent Council is ceding existing functions to the Combined Authority. This is consistent with established and emerging combined authorities.
- 5.6 As the Combined Authority will be a form of local authority in its own right, it will be able to form committees and subcommittees in the same way a Constituent Council would, but could only delegate decisions which the Combined Authority itself could make.
- 5.7 Each of the nine Constituent Councils will appoint a full voting member of the Combined Authority, with the Chair of the LLEP being a non-voting Member.
- 5.8 Each Constituent Council will appoint elected members to the joint Overview and Scrutiny Committee as are required to achieve political balance across the area of the Combined Authority. Members of the

Overview and Scrutiny Committee cannot also be members of the Combined Authority itself, or a member of the Executive of a Constituent Council. Government advises that the Chairman of the Overview and Scrutiny Committee should not be a member of the major political party represented on the Combined Authority. This has been carried through into the current version of the Cities and Local Government Devolution Bill.

- 5.9 The role of the Overview and Scrutiny Committee will be to review and scrutinise decisions or other actions taken by the Combined Authority, through inviting the relevant members or officers to attend meetings and to make reports or recommendations to the Combined Authority. Further details are included in the Draft Scheme.
- 5.10 Part 2 of the Draft Scheme sets out the powers and duties of the proposed Combined Authority and gives examples of how it might utilise them. In summary, these are:
- (i) **Planning:** Councils working together to agree a clearer, long-term framework to meet future housing and employment needs for the whole area and identify future growth locations.
 - (ii) **Transport:** focussing on long-term investment in road, rail and other public transport infrastructure.
 - (iii) **Skills:** setting the strategic direction for making improvements in skills and training, to give local people the chance to get better qualifications and employment.
- 5.11 Following consultation, Part 2 of the Draft Scheme has been updated to remove skills devolution from central Government. This is part of the devolution bid that has been submitted and will be pursued separately to the establishment of the Combined Authority.

6. Consultation

- 6.1 Stakeholder and public engagement was undertaken between 21 September and 20 October 2015 to establish the level of support for the Draft Scheme and findings of the Governance Review. This involved a survey of residents, staff and stakeholders, but also included the invitation to submit views by letter or email. The survey was made available on the Council website from 21 September 2015. This was accompanied by supporting information which set out the proposals in more detail.
- 6.2 260 responses were received through the Combined Authority consultation. An analysis of the responses is attached as Appendix 3 to this report.
- 6.3 There was a high level of support for establishing a Combined Authority with 68.8% of respondents either 'strongly agreeing' or 'tending to agree' that, to enable economic and transport improvements, a combined authority is the best governance model for Leicester and Leicestershire, on the basis

that it would avoid duplication and provide value for money. They also commented that it would improve co-ordination between authorities. Those respondents that either 'tended to disagree' or 'strongly disagreed' with the statement expressed concerns about losing local accountability and highlighted the differences between the city and the county.

- 6.4 There was a similar level of support for the proposed functions of the Combined Authority with 71% of respondents either 'strongly agreeing' or 'tending to agree' that the proposed functions are appropriate, commenting that they are key issues affecting the whole of the Combined Authority area. Just over a fifth of respondents did not support the proposed functions, again expressing concerns that local accountability would be lost.
- 6.5 The supportive nature of the responses to the consultation enables the Constituent Councils to proceed on the basis set out at the start of the consultation period. However, it will be important for the constitution of the Combined Authority to ensure that local accountability is retained through the new structures. The constitution should also include a process for the resolution of disputes.
- 6.6 The responses received through the consultation period will also feed into the work of the Combined Authority once established.

7. Benefits of a Combined Authority to Oadby and Wigston

7.1 In summary the following represents the economic case for Oadby & Wigston pursuing a Combined Authority which will have a positive impact on all of the following:

- a. The Borough has prospered in recent times as a result of demand for land and new housing and should continue to do so;
- b. Town Centre Area Action Plans are approved and in place ready to encourage and manage controlled development when market conditions are right
- c. The three town centre continue to thrive with a healthy mixture of independent and national shops supported by the Council's commitment to free shoppers car parking
- d. The borough is an attractive and vibrant place on the outskirts of a thriving and diverse city. People want to live in the Borough.

However:

- e. Local businesses are struggling to find the right number of employees with the right skills
- f. Local people are finding it difficult to find new jobs in the borough for which they have the skills
- g. There is still significant potential for economic growth with a diverse range of commercial units sitting vacant and needing investment
- h. Major economic growth planning is not done most sensibly at district level as the market economy does not respect the borough boundaries

- i. The Council is coming under increasing and overwhelming pressure from developers who do not wish to develop in accordance with adopted and established plans. The Council needs to find a way to strengthen its Local Development Framework which is now due for renewal in order to manage and direct future growth.

7.2 What could a Combined Authority offer to Oadby & Wigston?

- a. Aligned with the Strategic Economic Plan and statutory Local Plans the Strategic Growth Plan will provide certainty over planning and delivery;
- b. There would be more coordination and co-operation on the planning of land use, transportation and skills development within a clear decision-making framework;
- c. Speaking with a strong, single, collective voice will demonstrate strength and confidence, supporting applications for central government funding;
- d. Decisions taken within the Combined Authority would be binding (stronger than the partnership model in place now);
- e. There will be a formal framework which will assist the assessment of major development proposals – one point of call, one response;
- f. Genuinely strategic decision-making which understands ‘the bigger picture’ and the role of Leicester and Leicestershire within a national and global context;
- g. Understanding the bigger picture will allow the area to identify the need for a plan for major infrastructure projects;
- h. Local business will be able to benefit from consistent support across the wider area and benefit from accelerated growth in the local economy;
- i. Environmental assets will be conserved and enhanced creating the ‘soft’ conditions for high skills, high GVA employment opportunities;
- j. Understanding demographics across a wider field will help to identify potential new growth sectors (e.g. ageing population and the care industry); matching skills, housing and jobs;
- k. Some actions (e.g. major infrastructure) cannot be planned at the local level;
- l. The Combined Authority veto arrangement would mean that decisions are not made if they are not supported by the ‘host’ district.

8. Financial Implications

- 8.1 Over the last four years, there have been significant reductions in the Government’s funding of local authorities. Reductions in local government have been higher than in other parts of the public sector. There is no doubt that this will continue. It is therefore imperative that all future governance models are efficient and reduce duplication and waste wherever possible.
- 8.2 The costs of the Combined Authority that are reasonably attributable to the exercise of its functions relating to economic development and regeneration (and any start up costs) will be met by the Constituent Councils. These will be identified in more detail in due course. The costs will be split three ways

between the City Council, the County Council and the district and borough councils as one group. The cost falling to the district and borough councils will be further apportioned based on population. This arrangement means that Oadby & Wigston will contribute the minimum amount that it possibly can, yet will still benefit fully from the Combined Authority.

8.3 The Combined Authority will agree an annual budget for the purpose of this expenditure to enable it to develop and implement the following:

- (i) a joint economic vision for the area of the Combined Authority;
- (ii) a strategic growth plan looking to 2050 for the area of the Combined Authority;
- (iii) a strategic asset management plan;
- (iv) a single strategic transport master plan for the area of the Combined Authority and associated transport infrastructure investment strategy;
- (v) a long term investment strategy for the Combined Authority area; and
- (vi) a growth deal framework.

8.4 The costs relating to the Combined Authority shall be met by the Constituent Councils. The budget for the Combined Authority will be the subject of further detailed work in consultation with the Section 151 Officers from the Constituent Councils.

8.5 The staffing and servicing arrangements for the Combined Authority will need to be agreed between the Constituent Councils, which will be supported by a number of supporting contractual arrangements between those parties. These will need to be negotiated and agreed while the DCLG is considering the draft Scheme and preparing the Order.

9. Next Steps

9.1 All Councils in Leicester and Leicestershire are following a similar process during November and December to decide if they wish to form a Combined Authority. Members will be updated at Council regarding this.

9.2 If all Constituent Councils agree, the Governance Review and Scheme will be submitted to the DCLG in December 2015 or January 2016. The DCLG will consider the Scheme and if approved will conduct a second period of consultation and draft an Order to create the Combined Authority, before laying this before Parliament. The Order is then likely to be made law in October 2016. Officers from the constituent councils will work with the DCLG throughout this process and period to ensure Leicestershire gets the best deal it can.

9.3 In the meantime, officers of the Constituent Councils will work together to agree the practical, legal and operational arrangements for the Combined Authority, expanding upon the governance principles outlined in the Scheme. The documentation will include a full Constitution and Standing Orders for the Combined Authority, agreements between the Constituent

Councils in relation to resourcing the Combined Authority and any other necessary arrangements.

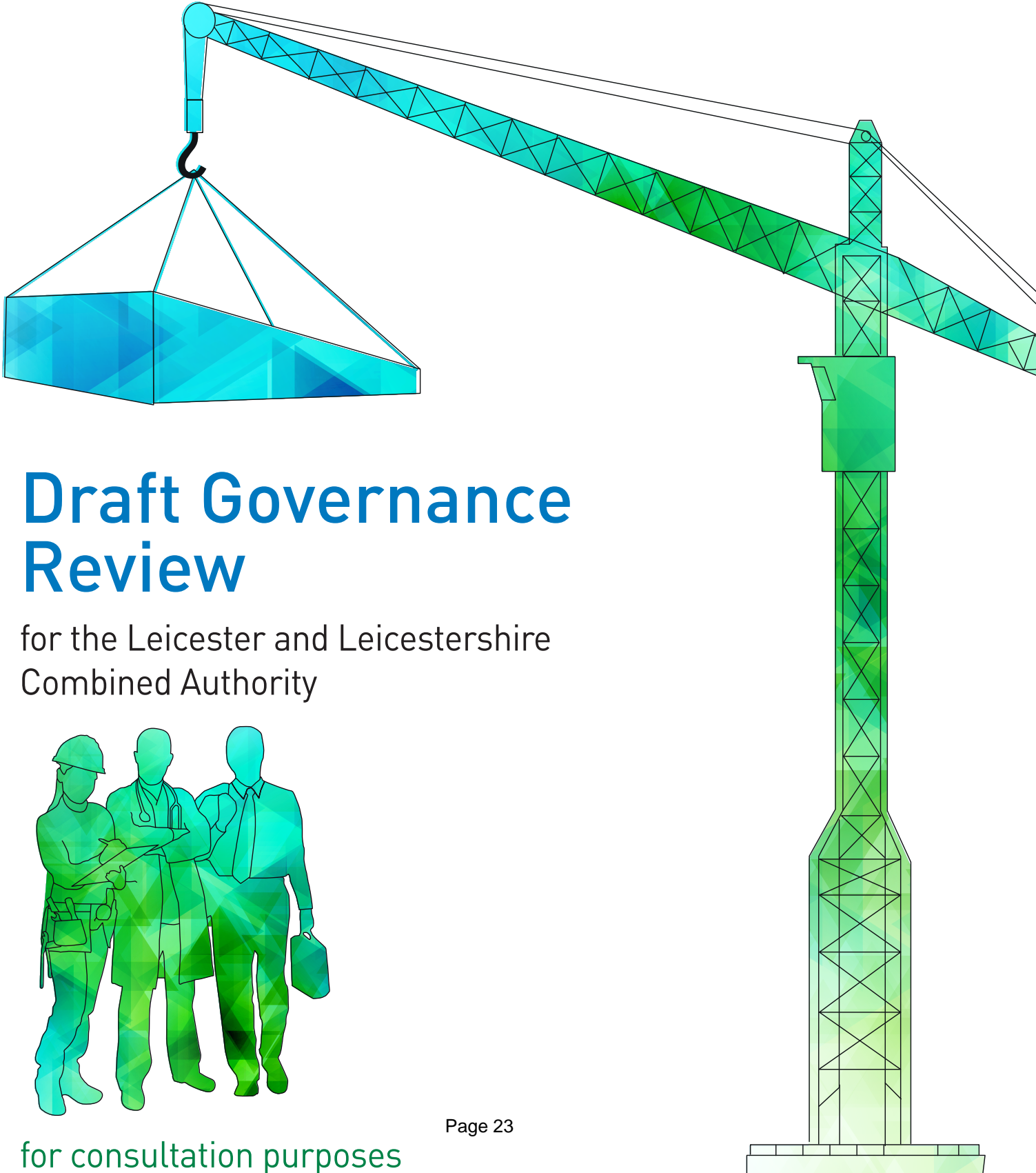
- 9.4 If approved, Council will receive further reports as the process evolves and if and when it is required to make any policy decisions.

10. Equalities

- 10.1 An Equality Impact Assessment has been carried out to ensure that the Council is meeting its responsibilities under the Equalities Act 2010, and at this stage there are no identified negative impacts or barriers on any of the protected characteristics. The Combined Authority will carry out Equality Impact Assessments on any policy proposals it may consider if and when it is established.

Delivering Growth Together

Delivering Growth Together



1. Introduction

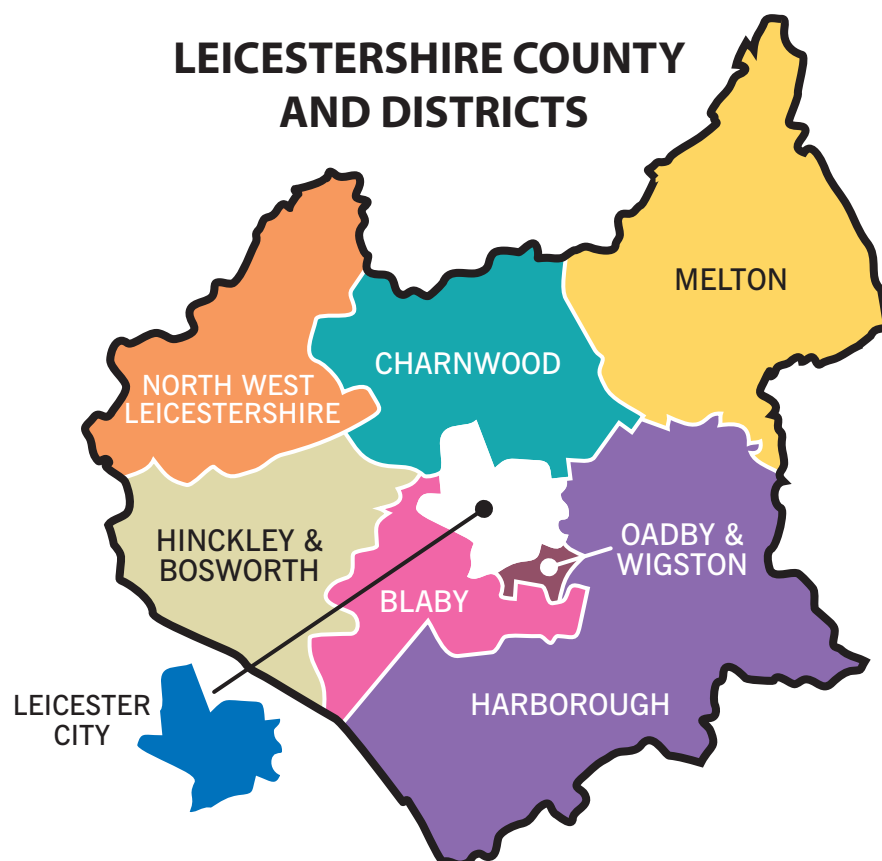
On 25 June 2015 the Leaders of Leicester and Leicestershire's nine local authorities met as the Economic Growth Board for Leicester and Leicestershire and agreed proposals to review their governance arrangements in order to deliver their ambitious plans for growth in Leicester and Leicestershire.

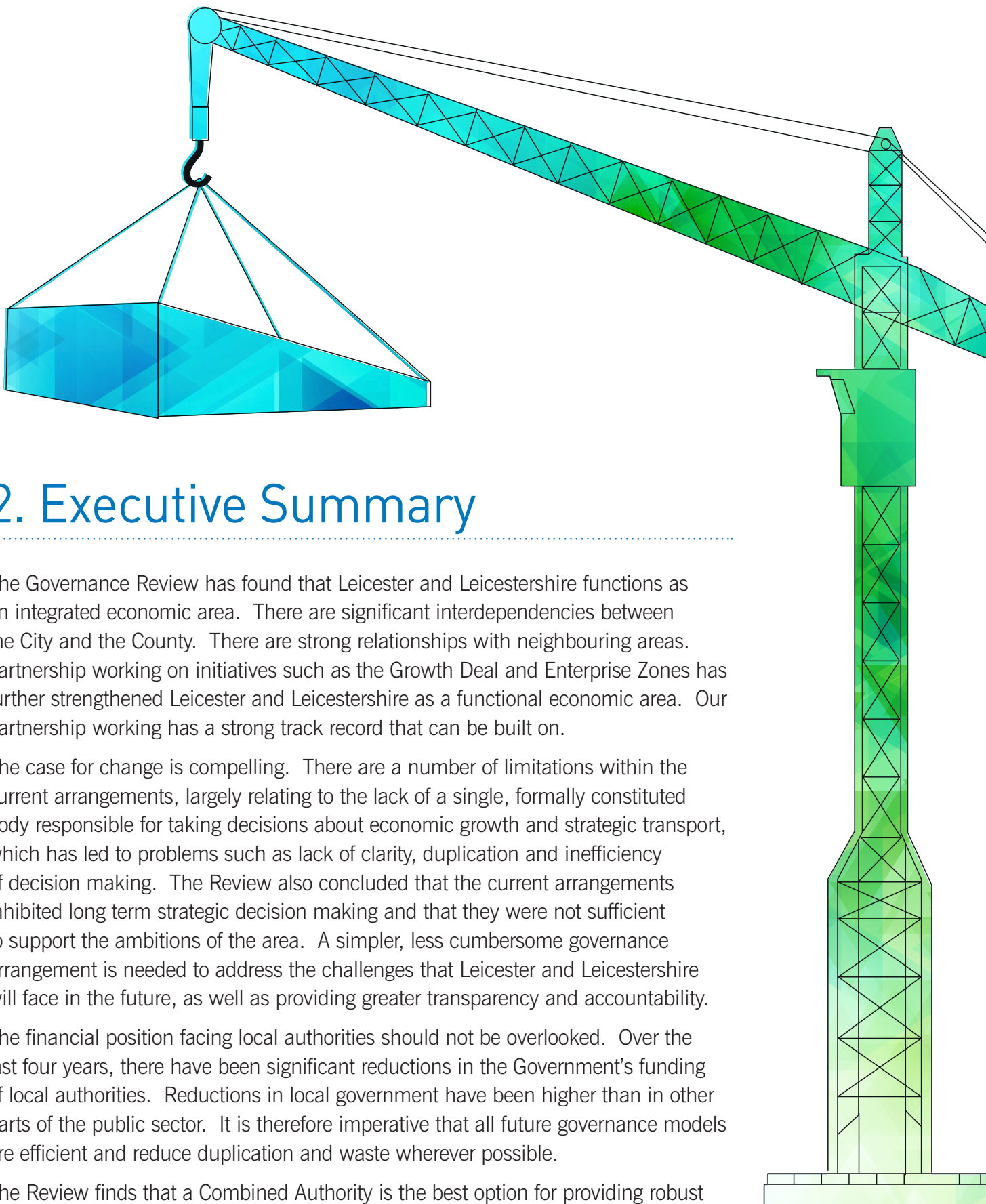
This document details the findings of the governance review undertaken in accordance with Section 108 of the Local Democracy, Economic Development and Construction Act 2009, to review the effectiveness and efficiency of transport within the area and the arrangements to promote economic development and regeneration. The review aims to identify the most effective way in which policy and strategy on these major functions can be joined up across geographical boundaries. It has included consideration as to whether a Combined Authority or Economic Prosperity Board would be most likely to improve the overall economic conditions in Leicester and Leicestershire.

A period of consultation will be undertaken before a final decision is made by the nine local authorities regarding the governance model.

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2. Executive Summary

The Governance Review has found that Leicester and Leicestershire functions as an integrated economic area. There are significant interdependencies between the City and the County. There are strong relationships with neighbouring areas. Partnership working on initiatives such as the Growth Deal and Enterprise Zones has further strengthened Leicester and Leicestershire as a functional economic area. Our partnership working has a strong track record that can be built on.

The case for change is compelling. There are a number of limitations within the current arrangements, largely relating to the lack of a single, formally constituted body responsible for taking decisions about economic growth and strategic transport, which has led to problems such as lack of clarity, duplication and inefficiency of decision making. The Review also concluded that the current arrangements inhibited long term strategic decision making and that they were not sufficient to support the ambitions of the area. A simpler, less cumbersome governance arrangement is needed to address the challenges that Leicester and Leicestershire will face in the future, as well as providing greater transparency and accountability.

The financial position facing local authorities should not be overlooked. Over the last four years, there have been significant reductions in the Government's funding of local authorities. Reductions in local government have been higher than in other parts of the public sector. It is therefore imperative that all future governance models are efficient and reduce duplication and waste wherever possible.

The Review finds that a Combined Authority is the best option for providing robust governance across Leicester and Leicestershire. It will act as a clear and effective platform for accelerating economic prosperity in Leicester and Leicestershire through the creation of integrated, strategic frameworks to enable the delivery of investment plans for planning, transport and skills.

3. Methodology for the Governance Review

The governance review has comprised the following:-

- A review of the economic evidence in order to assess the effectiveness of current arrangements (August 2015 – October 2015);
- Desk research of possible future governance structures and an analysis of their advantages (August 2015);
- Stakeholder engagement on the draft review (September – October 2015);
- Final version submitted to the constituent councils for approval (November – December 2015).

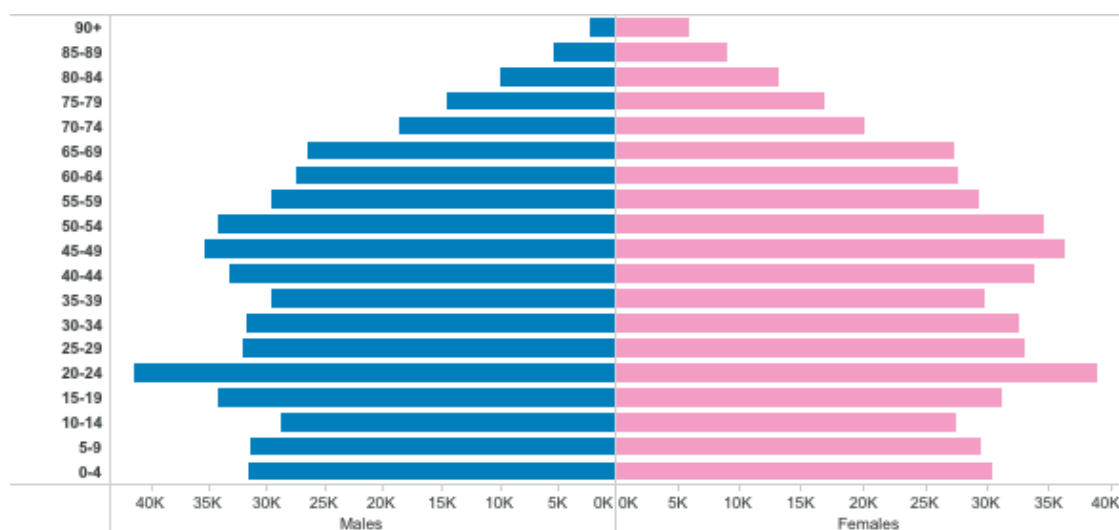
4. Review of Economic Evidence

The full economic review is available as part of the Strategic Economic Plan and can be accessed via www.llep.org.uk/strategies-and-plans/our-strategic-economic-plan-sep/

(a) Workforce Information

The total population of the combined authority area in 2014 was 1,005,600 people of which, 644,700 were of working age (16-64).¹ The population pyramid below shows the total population of the combined authority area by sex and quinary age band.

Figure 1 - Mid-2014 population estimate by sex and quinary age band, combined authority area



Source: Office for National Statistics, 2015.

¹2014 mid-year population estimates, Office for National Statistics. Available online: <http://www.ons.gov.uk/ons/rel/pop-estimate/population-estimates-for-uk-england-and-wales-scotland-northern-ireland/mid-2014/rft---mid-2014-uk-population-estimates.zip>

Of the 386,600 resident working age population in employment in the combined authority area², 134,400 (35 percent) worked in Leicester City, followed by Charnwood with 46,800 (12 percent) and Blaby with 38,200 (10 percent). Overall, 326,100 people (84 percent) lived and worked in the combined authority area, while 60,400 (16 percent) lived in the area but travelled outside for work. Of these, 4,400 people travelled to work in Nottingham, while 4,300 commuted to Coventry (both 1 percent). This in itself demonstrates a high level of labour market self-containment, with such a high percentage of people both living and working in the combined authority area.

A total of 64,100 people of working age in employment at the time of the 2011 Census lived outside the combined authority area and travelled into the area for employment, meaning that the area has a small positive net commuting figure (approximately 4,300 people). Of the people travelling into the area for employment, 18,400 people (29 percent) travelled to North West Leicestershire, while 11,300 (18 percent) travelled to Leicester City. The largest number of employees travelled into the area from South Derbyshire (5,200 employees, 8 percent), followed by Nuneaton and Bedworth (4,800 employees, 8 percent) and Rushcliffe (4,000 employees, 7 percent).

In the combined area in the year to December 2014, there were 460,700 people (73 percent of the 16-64 population) with NVQ Level 2 equivalent qualifications³ and above in the combined authority area⁴. This is compared with 71 percent for the East Midlands and 73 percent for Great Britain. The rate for the combined authority area has increased gradually since 2004, when it stood at 60 percent; this has been broadly consistent with the region and national pattern. In comparison, there were 209,100 people (33 percent) with NVQ Level 4 equivalent qualifications⁵ and above in the area, compared with 31 percent for the East Midlands and 36 percent for Great Britain. This rate has increased gradually from 24 percent in 2004 and has increased at a similar rate as the region and national rates. Whilst the change has been broadly consistent with the regional rate, it has lagged slightly behind the national rate.

Finally, in the year to 2014, there were 50,300 people (8 percent) with no qualifications in the combined authority area, compared with 9 percent for both the East Midlands and Great Britain. This rate had fallen steadily since 2004, when it stood at 18 percent. Historically, the rate for the combined authority area has been marginally higher than the regional and national rate, however in 2014; the percent of working age population with no qualifications in the combined authority area dropped below both for the first time since 2004. It is also worth noting that the proportion of the Leicester City population with 'other' qualifications (9.5 percent) is significantly higher than the regional (6 percent) and national (6.2) percent.

The 2015 LLEP Business Survey⁶ noted that a quarter of all employers (25 percent) had experienced difficulties in recruiting staff in the last 12 months, rising to 39 percent of those that have recruited. A lack of the right skills in applicants was the most significant cause of recruitment difficulties (39 percent of those experiencing recruitment difficulties) followed by a lack of the required character traits, and a lack of work experience (24 percent and 22 percent respectively). Overall, 15 percent of all employers report skills shortage vacancies. This increased to 30 percent of businesses with 10-49 employees and 43 percent of businesses with over 200 employees. Skills shortage vacancies were higher than average in the manufacturing sector (22 percent, compared with 15 percent).

Nearly half of all employers (47 percent) have arranged or funded training for employees in the last 12 months. A third of all employers (31 percent) have arranged or funded off-the-job training, while a higher proportion than this (37 percent) have arranged or funded on-the-job or informal training. The majority

²2011 Census, Office for National Statistics. Available online: <https://www.nomisweb.co.uk/census/2011/wu01uk>

³GCSE grades A*-C, NVQ level 2 or equivalent

⁴ONS Annual Population Survey, 2015. Available online: www.nomisweb.co.uk/reports/lmp/lep/1925185552/report.aspx#tabquals

⁵Certificate of higher education, NVQ level 4 or equivalent

⁶Leicester and Leicestershire Business Survey 2015, BMG Research, LLEP. Available online: www.llepp.co.uk/economy/research-reports/business-survey/

of employers that have not trained cite a lack of need amongst their staff. More than half of all employers (57 percent) plan to train or up-skill their staff in the next 12 months. This proportion increases with business size and includes all businesses with 200+ employees.

(b) Summary of the Local Economy

Leicester and Leicestershire together make up the largest economy in the East Midlands. It is central to the prosperity of the Midlands as it is worth £19.4 billion per year, providing 435,000 jobs and hosting 33,000 trading businesses, many of which are in the manufacturing and logistics sectors.

As highlighted above, Leicester and Leicestershire function as an integrated economic area in terms of travel-to-work patterns, in addition to retail and cultural catchments and transport links. Although it has strong relationships with neighbouring counties, the economic interdependencies and unique transport infrastructure and needs across Leicester and Leicestershire serve to make it a separate economic area.

The area benefits from a diverse industrial structure and is not dependent on the fortunes of any one sector or employer.

Although the service sector has grown in significance over the last 20 years, the economy was built upon a strong manufacturing base which remains a distinctive feature, accounting for the highest number of jobs in the area. The area also benefits from an excellent strategic location at the heart of the UK road and rail network and has the second largest freight handling airport in the UK, reflected in the high numbers of employees in logistical sectors. The table below shows the top ten employment sectors locally in terms of total number of jobs.

Figure 2 - Top ten LLEP area employment sector total (jobs), 2014⁷.

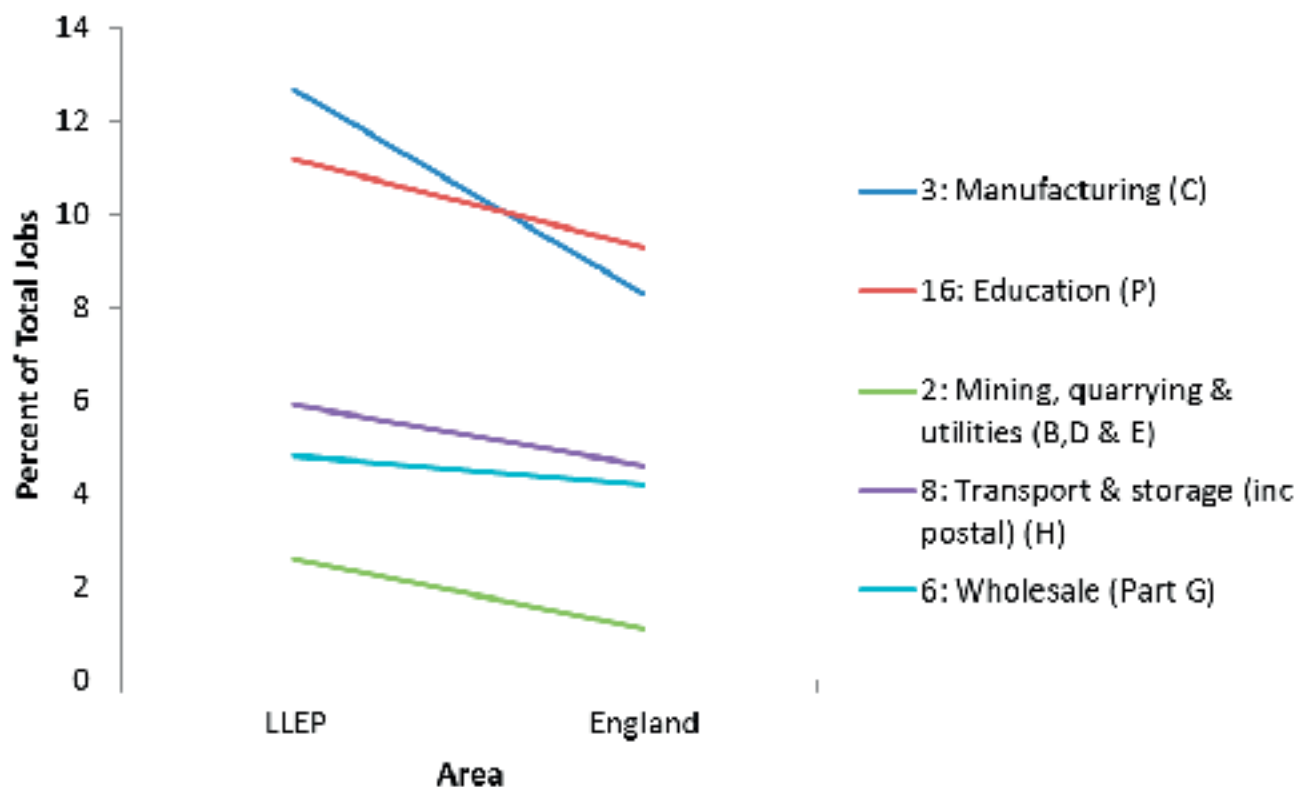
Standard Industrial Classification (SIC)	Employees
Manufacturing (C)	55,800
Education (P)	49,400
Health (Q)	49,400
Retail (Part G)	40,300
Business admin & support services (N)	37,000
Professional, scientific & technical (M)	35,800
Transport & storage (inc. postal) (H)	25,800
Accommodation & food services (I)	24,100
Wholesale (Part G)	21,000
Arts, entertainment, recreation etc (R-U)	19,500

Source: BRES, Office for National Statistics, 2015.

⁷Business Register and Employment Survey (BRES), 2015. Available online: https://public.tableausoftware.com/views/BRESData/BRESDashboard?:embed=y&:display_count=no:showVizHome=no

The combined authority area significantly out performs the national share in various areas. The chart below shows the top five employment sectors that are more important locally than nationally (in terms of the difference between the percentage rates for the combined area and England).

Figure 3 - Top five LLEP area employment sectors by percentage point difference from England, 2014.



Source: BRES, Office for National Statistics, 2015.

The above table and chart demonstrate the importance of the Manufacturing and Transport and Storage sectors in terms of local employment and also shows a relatively high dependency on public sector related employment (specifically Health and Education) which is especially marked in Leicester City, where almost two in every five jobs (38.1 percent) are in public sector related employment (Public Administration and Defence, Health and Education).

Leicestershire is a desirable location for the Logistics and Distribution sector, as noted in the corresponding LLEP Sector Growth Plan⁸. The East Midlands has the largest combined floor space and the largest mean size of warehouse floor space of any region, housing 20 percent of the national total. The combined authority area is home to 46,800 jobs in the sector; over 2 percent of the total sector jobs in England. The sector constitutes 11 percent of all jobs in Leicester City and Leicestershire, almost 2 percentage points higher than England as a whole. While this figure is higher for Leicestershire (13 percent), it is much lower for Leicester City (6.5 percent). This is most likely a reflection of land availability - given the county's larger area - as well as proximity to major transport links such as the M1, M42 and M69 motorways and East Midlands Airport.

⁸LLEP, June 2014. Available online: www.llep.org.uk/content/uploads/2015/07/LLEP-Logistics-Distribution-Sector-Growth-Plan.pdf

It is also interesting to note those sectors where Leicester and Leicestershire have employment shares that are below the national levels. These include sectors which are associated with above average earnings and make a high contribution to GVA (Gross Value Added) including:

- Information and communications (-2 percentage points), especially in Leicester City (-4.1);
- Finance and insurance (-1.7);
- Property (-0.6); and
- Professional, scientific and technical sectors (-0.3).

The Professional and Financial Services Sector is a part of the economy that is of interest to the combined authority area given its higher GVA, as mentioned above. Analysis of sector structure indicates that there is a slightly lower proportion of professional and financial sector employment than is the case nationally (10 percent compared to 11 percent for England). It is important to close this gap to provide a more resilient platform for growth and generate higher workplace earnings that will help to underpin service sector growth. The overall figure for the area disguises the fact that the share of jobs within Leicester City is particularly low (6 percent) when compared to the county (12 percent) and national (11 percent) figures. Within the county, while a number of areas lag behind the share at a national level, Head Office and Management Consultancy activities (group 70) boast a share 2 percentage points higher than England. The presence of three major universities each with their own area of distinct expertise provides Leicester and Leicestershire with an excellent opportunity to build a stronger knowledge economy. In addition the universities are hosts to a number of national centres.

Further Information

A more detailed breakdown of employment figures for the combined authority area can be found at the link below:

https://public.tableau.com/views/BRESData/BRESDashboard?:embed=y&:display_count=no:showVizHome=no

The LLEP has recently published eight 'sector growth plans' (including a focus on; Textiles; Advanced Manufacturing and Engineering; Low Carbon; Food and Drink Manufacturing; Tourism and Hospitality) that will help shape and focus future funding and investment programmes to support economic growth and development in Leicester and Leicestershire.

Between 2009 and 2014, the number of people in employment increased from 428,300 to 441,200, an increase of 12,900 (2 percent), higher than the increase for the East Midlands as a whole (2 percent), but lower than the increase for England (5 percent). The unemployment rate in Leicester City has been above the national average for many years and there are some pockets of higher than average unemployment in Leicestershire (especially in Coalville and Loughborough).

Further Information

A more detailed breakdown of the unemployment data for the combined authority area can be found at the link below:

https://public.tableausoftware.com/views/UnemploymentBulletin/HeadlineData?:embed=y&:display_count=no:showVizHome=no#

The area faces substantial future demographic changes which will require the provision of substantial numbers of additional homes. Housing needs up to 2028 have been agreed by the nine local authorities in a memorandum of understanding, and work is underway to consider housing requirements beyond then as part of the preparation of a Strategic Growth Plan looking to 2050. A key aspect of this exercise will be to consider an appropriate spatial distribution of new housing which will support economic growth and which can be supported by appropriate infrastructure provision.

(c) Summary of Transport Evidence

There are two highway authorities delivering transportation services within the area: Leicestershire County Council and Leicester City Council. The nine local authorities in Leicester and Leicestershire are collaborating to produce strategic transport evidence looking to 2031. This will inform local planning and set the baseline for strategic planning to 2051.

The transport network is expected to see a 20% growth in traffic over the next 15 years. This could present a substantial barrier to growth if not tackled through a range of major transport initiatives and smaller scale integrated transport interventions. Leicester City

Council and Leicestershire County Council have worked closely together to deliver major corridor improvements and a very successful Local Sustainable Transport Fund (LSTF) programme. In the short to medium term, a further programme of corridor schemes and targeted smaller scale interventions, including proposed LSTF initiatives, will be required to help to manage the existing transport network effectively and prevent city development and growth across the urban area being frustrated. In addition, measures will be required to ensure Leicester can continue to have effective access to the Strategic Road and Rail Network, including the M1, M69, A5 and Midland Mainline and HS2.

With regard to the Strategic Rail Network, the two transport authorities, the LLEP and North West Leicestershire District Council are undertaking work to determine the future rail provision up to 2050. This links to the work on HS2 and Midlands Connect.

(d) Summary of Economic Successes through the LLEP

The Leicester and Leicestershire Enterprise Partnership (LLEP) has the full support and commitment of its public, private and voluntary sector partners and has built a strong spirit of partnership and sense of common purpose. It has a strong track record and is well placed to deliver at pace and provide value for money. Significant successes have already been achieved, including:-

- MIRA (located in Hinckley and Bosworth) has attracted the likes of Ashok Leyland and Bosch and created over 250 jobs;
- investing the Growing Places Fund to unlock the development of thousands of new homes and employment land and secure the location of Formula E (electric motorcar racing) to new international headquarters at Donington Park in North West Leicestershire;
- the City Mayor's Economic Action Plan which is investing over £60m in a range of regeneration, business support and skills programmes to transform Leicester's economy, and the County Council's Enabling Growth Plan which is investing £38m in activities to boost the county economy;
- securing £100m local growth funding to support development in infrastructure, including faster broadband, connectivity and skills, as well as £111m European Structural and Investment Funds to enable investment in 'place, people and business';
- through the City Deal, creating a flagship Business Growth Hub and running one of the most successful business grant programmes in the country; supporting the development of Loughborough University Science and Enterprise Parks and establishing the Leicester and Leicestershire to Work Programme;
- improving the Leicester North West (A50) transport corridor to facilitate mixed use urban extension in the regeneration area and mitigate the impacts of growth in the Coalville area and reduce congestion;
- the development of the Leicester and Leicestershire Integrated Transport Model (LLITM). Working in partnership with relevant authorities such as Highways England and the local planning authorities, LLITM has been successfully used to provide the evidence needed to underpin two adopted core strategies (Blaby and Harborough) and to underpin bids to secure over £25m to deliver schemes in Loughborough, Coalville, Leicester and Hinckley. Through the Strategic Planning Group LLITM is also being used to inform future strategic spatial planning beyond the current timeframe for core strategies (i.e. 2030 and beyond to 2050);
- the recent commencement of work on the Strategic Growth Plan to 2050, providing a longer term spatial strategy for Leicester and Leicestershire beyond the current planned growth (which extends to 2031). To lead this work, a Joint Strategic Planning Manager (funded by all Leicestershire Districts, the City Council, the County Council and the LLEP) has been appointed.

(e) Risks to the Economy

The following risks have been identified:-

- lack of suitable land for the most land intensive priority employment sectors (logistics and manufacturing);
- poor quality public realm and derelict sites requiring land assembly and infrastructure;
- inadequate transport infrastructure causing congestion and resulting in increased business costs;
- 70% SMEs have growth plans but need support;
- recruitment difficulties and skills shortages in key sectors and insufficient young people attracted to careers in sectors such as engineering, manufacturing and logistics.
- Lack of integration between growth and transport, which is necessary in order to shape the location of sites for employment and housing, particularly post 2031.

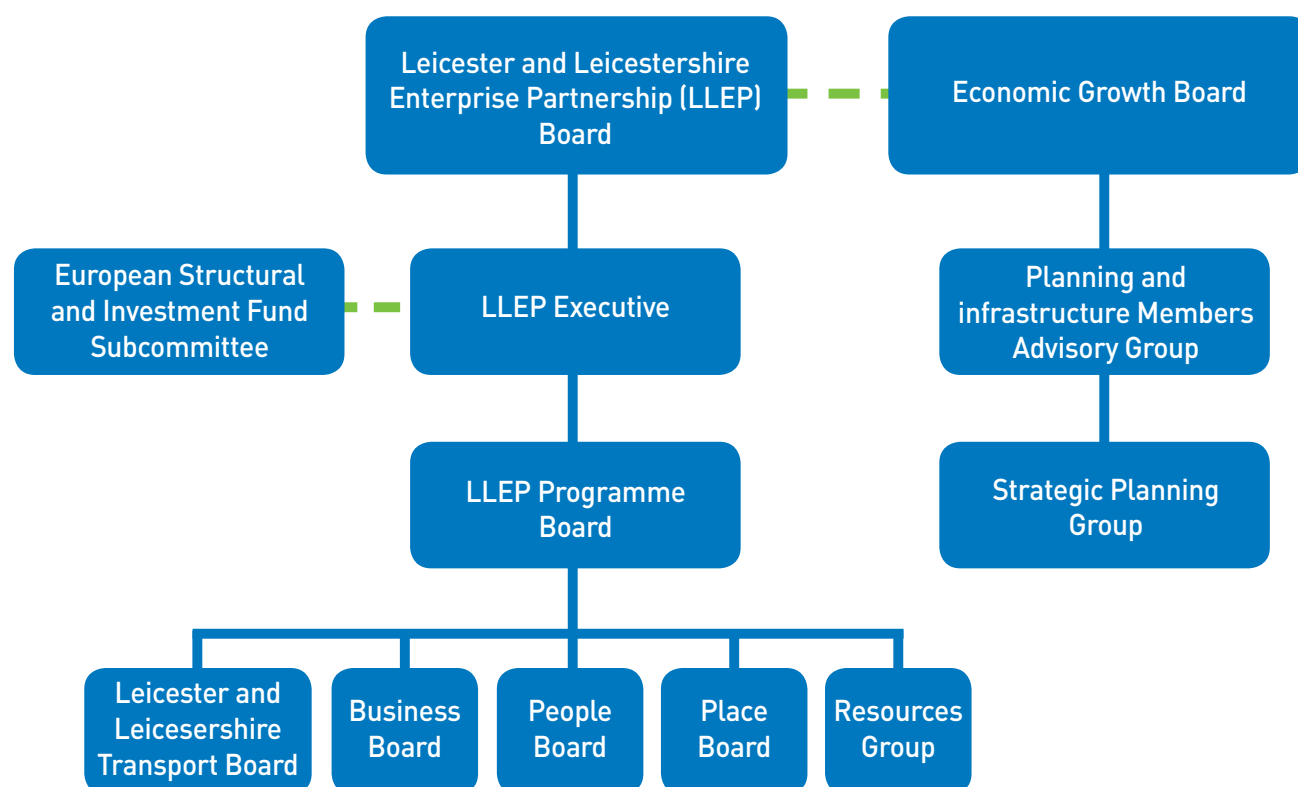
5. Current Strategic Governance Arrangements

The City of Leicester sits at the heart of the county and is governed by a unitary city council which has been managed under the directly elected mayor model of governance since 2011. The surrounding county is managed through a two-tier form of local government, with a county council and seven district councils. The Leicester and Leicestershire Enterprise Partnership (LLEP) operates co-terminously with the city and county boundary.

All nine councils in Leicester and Leicestershire have a strong commitment to joint working with business and other partner organisations to deliver economic growth. There are numerous examples of effective partnership working, particularly through the LLEP which has a strong track record of delivery.

(a) Existing Arrangements to Promote Economic Development and Regeneration

The diagram below summaries the current governance arrangements for the delivery of economic development and growth, as set out in the LLEP's Strategic Economic Plan.



Strategic governance of the programme for economic development and growth is provided through the Economic Growth Board and the LLEP Board. To ensure alignment between these two Boards, there is a degree of shared membership, with the Chairman of the LLEP sitting on the Economic Growth Board in an observer capacity and four local authority Leaders who are members of the Economic Growth Board sitting on the LLEP Board.

The remit of each of the above bodies involved in economic development and regeneration is set out below, along with some other bodies that are not part of this structure but contribute to this area of work:-

(i) Economic Growth Board for Leicester and Leicestershire

The Economic Growth Board provides strategic oversight of economic development delivery by the local authorities. It informs objectives and prioritisation for investment programmes and the management of pooled local authority resources to support the projects outlined in the LLEP's Strategic Economic Plan.

The Economic Growth Board is comprised of the City Mayor, the County Council Leader and the seven District Council Leaders. The Chairman of the LLEP also attends the Board in an observer capacity.

(ii) Planning and Infrastructure Members Advisory Group

The purpose of the Members Advisory Group is to oversee strategic land-use planning work in Leicester and Leicestershire and support fulfilment of the Duty to Co-operate, as required by the Localism Act 2011 and the National Planning Policy Framework March 2012, which states that Local Planning Authorities, when preparing a development plan document such as a Local Plan must demonstrate effective and collaborative working.

The Member Advisory Group delivers its role through:-

- facilitating the sustainable growth of Leicester and Leicestershire by assisting in the discharge of the statutory Duty to Cooperate (section 110 of the Localism Act 2011) and advising on the preparation of the Strategic Growth Plan;
- providing Member-level advice to the Strategic Planning Group (the officer-level group tasked with preparing a non-statutory Strategic Growth Plan for consideration by Members) on all matters relating to the preparation of the Plan including its nature, form, content and programme;
- conveying the views held by constituent authorities on matters relevant to a non-statutory Strategic Growth Plan and have regard to the aspirations of the wider stakeholder group in the preparation of the Plan including matters relating to the Combined Authority proposal and the refresh of the Strategic Economic Plan prepared by the LLEP;
- ensuring that the preparation of a non-statutory Strategic Growth Plan fully integrates with existing or emerging spatial provisions of all up-to-date, National Planning Policy Framework (NPPF) compliant local plans across the Leicester and Leicestershire area in every strategic and spatial interest of acknowledged importance.

The membership comprises the City Mayor, Planning Portfolio Holders and District Leaders, the County Council's Lead Member for Highways also attends. This is currently an informal group without any decision making powers.

(iii) Strategic Planning Group

The Strategic Planning Group is an officer group which steers and manages strategic planning collaboration and co-operation across Leicester and Leicestershire. It is chaired by a District Council Chief Executive and comprises senior council officers and officers from the Homes and Communities Agency. It is supported by the newly appointed Joint Strategic Planning Manager.

(iv) Leicester and Leicestershire Enterprise Partnership (LLEP) Board

The Leicester and Leicestershire Enterprise Partnership (LLEP) was formed in May 2011. It is a strategic body led by a Board made up of 15 local government and business leaders as well as senior education and third (voluntary) sector representatives. It is chaired by a leading business representative. The local government representatives are elected members.

The LLEP's vision is to "Create a vibrant, attractive and distinctive place with highly skilled people making Leicester and Leicestershire the destination of choice for successful businesses."

Its aim, by 2020, is to have:

- Created 45,000 new jobs;
- Leveraged £2.5bn of private investment;
- Increased GVA (Gross Value Added) by £4bn from £19bn to £23bn.

It will do this by driving forward regeneration and growth of the local economy, by:

- Working with Government to set out key investment priorities for Leicester and Leicestershire;
- Engaging with business, local authorities, Higher Education, Further Education, the voluntary sector and other stakeholders;
- Facilitating local partnership working and relations with national Government
- Influencing national Government economic policy and spending;
- Investing LLEP funding and aligning partner resources;
- Through its investments, influence and activities ensure positive outcomes for the local economy.

(v) LLEP Executive

The LLEP Executive Group is an officer group which ensures implementation of the Board's strategic priorities, programmes and projects, including oversight of the development of the City Deal, European Structural and Investment Fund (ESIF) Strategy and the LLEP's Strategic Economic Plan. It also provides advice to the Board and surety that resources are being managed effectively.

Membership of the LLEP Executive comprises the LLEP Director (Chairman of the Executive), senior local authority officers, senior Higher Education, Further Education, third sector representation and a business

representative nominated by the Business Council, an umbrella organisation for business organisations, with appropriate officer input from national Government.

(vi) LLEP Programme Board

The Programme Board has only recently been established through the Local Assurance Framework. It reports to the LLEP Board and has the following purpose:-

- To maintain the integrity of the LLEP Programme, as defined by the Strategic Operational Plan of the LLEP, which considers projects in relation to the Strategic Economic Plan;
- To agree with the Resources Group on particular routes to funding for the programme, in line with the LLEP finance strategy;
- To make recommendations to the LLEP Board on projects and programmes to approve for funding;
- To oversee the quality of business cases required for project approvals;
- To ensure the integrity of the wider Local Assurance Framework process.

Membership comprises both private sector and public sector member and officer representatives with a private sector chair.

(vii) People Board

The People Board supersedes the former Employment and Skills Board and is responsible for:

- Overseeing the development and review of the People Chapter of the Strategic Economic Plan (SEP) and leading the strategy and direction for skills development and employment support;
- Overseeing and co-ordinating the delivery of key projects and programmes
- Providing delivery assurance to the LLEP Executive of the delivery of projects and programmes;
- Making recommendations to and advising the LLEP Executive and Board about future investment opportunities;
- Directing and managing individual project boards and teams;
- Managing risks and issues, escalating to the LLEP Executive where appropriate;
- Engaging stakeholders in the development and review of the SEP and delivery of programmes.

Membership comprises senior local authority officers and representatives of Higher Education, Further Education, the third sector, business and the Department for Work and Pensions

(viii) Business Board

The Business Board is accountable to the LLEP Executive and is responsible for

- Overseeing the development and review of the Business Chapter of the SEP and leading the strategy and direction for business support and innovation;
- Overseeing and co-ordinating the delivery of key projects and programmes including the Growth Deal and ESIF programmes;
- Providing delivery assurance to the LLEP Executive of the delivery of projects and programmes;
- Making recommendations to and advising the LLEP Executive and Board about future investment opportunities;
- Directing and managing individual project boards and teams;
- Managing risks and issues, escalating to the Executive where appropriate;
- Engaging stakeholders in the development and review of the SEP and delivery of programmes.

Membership comprises senior local authority officers, senior Higher Education, Further Education, and third sector representation and business representatives.

(ix) Place Board

The Place Board is accountable to the LLEP Executive and is responsible for:

- (i) Overseeing the development and review of the Place Chapter of the Strategic Economic Plan (SEP) and leading the strategy and direction for physical infrastructure to support growth:

LLEP Strategic Economic Plan 2014 – 2020

- Growth Areas
- Leicester Urban Area;
- East Midlands Enterprise Gateway;
- Coalville Growth Corridor;
- Loughborough;
- South West Leicestershire.

Transformational Priorities

- Leicester Launchpad;
- East Midlands Gateway Strategic Rail Freight Interchange;
- Loughborough University Science and Enterprise Parks;
- MIRA Technology Park Enterprise Zone.

Growth Programmes

- Market Towns and Rural Leicestershire;
- Infrastructure, Workspace and Cultural Development.

(ii) Overseeing and co-ordinating the delivery of key projects and programmes including the Growth Deal and EU Structural Investment Funds (ESIF) programmes;

(iii) Providing delivery assurance to the Executive of the delivery of projects and programmes;

(iv) Making recommendations to and advising the LLEP Executive and Board about future investment opportunities;

(v) Directing and managing individual project boards and teams;

(vi) Managing risks and issues, escalating to the Executive where appropriate; and

(vii) Engaging stakeholders in the development and review of the SEP and delivery of programmes.

Membership comprises officers from the nine local authorities in Leicester and Leicestershire, the Homes and Communities Agency and the LLEP.

(x) Resources Group

The Resources group is accountable for the funding the LLEP receives from Central Government. It also manages the LLEP's own budget and distributes funds as appropriate.

Membership comprises officers from the LLEP and from the nine local authorities in Leicester and Leicestershire.

(xi) European Structural and Investment Funds (ESIF) Sub-committee

The ESIF Committee governs the LLEP's ESIF programme. The Committee comprises business partners and representatives from the voluntary and public sectors. Public sector representatives include both elected members and officers.

(b) Arrangements to Ensure the Effectiveness and Efficiency of Transport within the Area

(i) Leicester and Leicestershire Transport Board (LLTB)

The LLTB was established in response to the national Government's intention to devolve funding for local major transport schemes to Local Transport Bodies from 2015. Its primary role is to decide which transport investments should be prioritised, to review and approve individual business cases for those investments, and to ensure effective delivery of the programme. Its role is to ensure value for money and sound decision making.

The LLTB pre-dates the LLEP but has been integrated into the LLEP substructure and is currently overseen by the LLEP Programme Board. It is a voluntary partnership between the Leicester and Leicestershire Enterprise Partnership and elected members from Leicester City Council and Leicestershire County Council. A Leicestershire District Council member has also been invited to join the Board, but in a non-voting advisory capacity.

6. Limitations of the Current Arrangements

The current partnership arrangements described above have delivered a significant number of development and growth projects - 5000 new jobs and support to the growth of 3000 new businesses across the city and county - within the last three years. An effective framework has been developed to manage and commission the £100m Local Growth Fund which will unlock a further £160m of investment and create at least a further 2500 jobs and 1300 homes.

However, the current partnership arrangements have a number of constraints, namely:-

- There is no single formally constituted body with responsibility for taking decisions related to strategic economic growth and strategic transport across the sub-region. This has led to a lack of clarity about decision making processes and responsibilities.
- The current bodies that are in place are voluntary and rely on good relations between partners and a mutual interest in working collaboratively.
- As none of the current bodies are formally constituted, it has not been possible for any of the constituent authorities to delegate powers to them. This means that any decisions related to economic growth and transport need to be taken by all the relevant local authorities. This results in longer decision making timescales, duplication of effort and a lack of transparency leading to a potential for confusion.
- The current governance arrangements are not sufficient for the ambitions of the area in terms of long term funding commitments for transport investment, devolution of funding and the ability to commission skills programmes locally and enhanced funding and finance powers through the establishment of new enterprise zones to help deliver priority growth areas.
- As there is no single entity with responsibility for taking strategic decisions on spatial planning and transport at a sub-regional level, there is no straightforward mechanism for coherent long term strategic planning decisions to be made collectively by all local authorities about the future direction of growth, including distribution of employment and housing land in the city and county and key

infrastructure investment. Similarly, there is no cohesive long term approach to strategic transport planning which is a distinct function. It also inhibits shared understanding about the sub-region as a single economic area and a risk that each council acting alone will have limited control or influence over the key drivers of economic growth. This is particularly important in the case of developing relationships with neighbouring LEPs and Housing Market Areas.

- There is no vehicle to provide a single, coherent response to major, national infrastructure investments such as strategic road and rail projects.
- There is no arrangement for binding decisions on strategic land use planning to be taken collectively. This will not give investors, central government and other agencies assurance and confidence in the deliverability of the sub-region's plans for economic growth. There is also no single mechanism for discussing strategic planning and infrastructure with adjacent local authority areas.
- The skills agenda is not at the forefront of current arrangements and existing governance structures have not prioritised it. There is no single, strategic commissioning body to drive and deliver locally-led solutions to improve the delivery of skills training and development.

7. Case for Change

The nine local authorities of Leicester and Leicestershire firmly believe that they can build upon their successes by strengthening and formalising partnership arrangements. In particular, this would allow them to work more closely together with Government and the LLEP to enhance their collective impact on economic growth.

Strengthened partnership arrangements would also create a clear and effective platform for accelerating economic prosperity in Leicester and Leicestershire through the creation of integrated strategic frameworks to enable the delivery of investment plans for planning, transport and skills.

In the current financial climate, where there have been significant reductions in the Government's funding of local government over the last four years which are set to continue in the medium term, it is imperative to have governance arrangements in place that are efficient and reduce both duplication and the timescales for delivery of investment in economic growth.

A Combined Authority will represent clear and co-ordinated governance for Leicester and Leicestershire and will form the foundation for an ambitious devolution deal for the area.

8. Options for Change

This review considers the following options:-

1. Maintaining the status quo;
2. Establishing a Joint Committee;
3. Establishing an Economic Prosperity Board;
4. Establishing a Combined Authority.

These options are considered in the light of the requirement that the Governance Review determines whether the existing governance arrangements for economic development, regeneration and transport in the area are effective or whether the area would benefit from changes, including establishing a new Economic Prosperity Board or Combined Authority.

Option 1: Maintaining the Status Quo

Maintaining the status quo means that the governance arrangements will not be sufficient for the ambitions of the area. These ambitions are:-

- Long term funding commitments for transport investment;
- Devolution of funding and the ability to commission skills programmes locally;
- Enhanced funding and finance powers through the establishment of new enterprise zones to help deliver priority growth areas.

Under the current arrangements, there is no single body which could hold devolved funding and undertake commissioning on a sub-regional basis.

In addition, the lack of a single decision-making body with responsibility across the spectrum of economic development, regeneration and transport means that there is no binding forum where a long term view on policy and strategy can be taken. Without this, it would not be considered prudent for third parties to make long term funding commitments.

Maintaining the status quo would also mean that the area would miss out on the benefits of more efficient partnership working and would leave Leicester and Leicestershire behind a number of other parts of the country which have already, or are in the process of, strengthening and aligning their decision making process in relation to transport and economic development and regeneration. In addition, it would mean that Leicester and Leicestershire would be unable to pursue a devolution deal.

The current arrangements would not allow the sub-region to benefit from a single democratic and financially accountable model which is a legal entity in its own right and can provide the necessary certainty, stability and democratic accountability to allow for long-term, strategic economic decisions to be made.

In conclusion, maintaining the status quo would mean difficulties in accessing new funding and powers in line with the ambitions of the area, leaving Leicester and Leicestershire behind other areas economically with all the attendant implications for local residents. It would also perpetuate the inefficiencies in the current system.

Option 2: Establishing a Joint Committee

Background

Section 102 of the Local Government Act 1972 enables two or more local authorities to set up a Joint Committee to discharge their functions jointly. These arrangements must comply with the Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2012. Joint Committees may be decision-making or advisory. The councils concerned determine the numbers of councillors, terms of office and geographic areas of operation of joint committees. It would be possible to co-opt a non-local authority member to a Joint Committee; however they would not be able to vote.

Most Joint Committees appoint a 'lead/accountable' council; some do this on a rotating basis. They have no legal status, cannot impose financial obligations on their constituent authorities, and have no powers to levy council tax. They do not require the involvement of national Government or Parliament and so can be set up within a matter of months.

The Joint Committee model allows an area to demonstrate effective decision making and political oversight for the management of funding that is allocated to the LEP.

The County Council currently manages two joint Committees operating in the area, the Eastern Shires Purchasing Organisation (ESPO) and East Midlands Shared Services (EMSS) and has considered the operation of these in the analysis below.

Analysis

The functioning of a Joint Committee depends upon goodwill and the desire for collaboration which characterises the current arrangements and therefore will not address the deficiencies associated with the status quo. Each authority would need to authorise and delegate functions to the Joint Committee. Councils are also able to withdraw the delegation at any point in the future which poses a significant risk in terms of a lack of stability and certainty which is required to enable long term, strategic economic decisions to be made.

Joint Committees cannot be accountable bodies for funding purposes, nor can they employ staff due to their lack of legal status. Ultimate responsibility for finances remains with the host council. This will not meet the ambitions of Leicester and Leicestershire, which include both the devolution of funding and enhanced funding and finance powers.

Securing new investment and responding to a rapidly changing landscape requires local authority partners in Leicester and Leicestershire to be able to act with agility and pace. If circumstances require further functions to be delegated to a Joint Committee than were originally agreed then it would not be possible for it to act in such a way because of the need for this to be agreed through the formal decision making processes at each of the constituent councils.

In conclusion, the establishment of a Joint Committee would not meet the ambitions for Leicester and Leicestershire. The model represents a significant risk to partnership working which will impact on the ability to secure long term funding commitments. In addition, the lack of legal status and financial accountability means that the same difficulties in accessing new funding and powers presented by status quo will be encountered.

Option 3: Establishing an Economic Prosperity Board.

Background

Economic Prosperity Boards were introduced under the Local Democracy, Economic Development and Construction Act 2009 to enable the integration of economic development (but not transport functions). As a statutory body, an Economic Prosperity Board would have legal personality and is thus considered by central government to provide a strong basis for taking on devolved powers and funding relating to economic development and regeneration, for example accountable body status for an economic development single pot or European Union funding.

Economic Prosperity Boards cannot impose levies on constituent authorities and do not have borrowing powers. The establishment of an Economic Prosperity Board is subject to the same process as for Combined Authorities.

Analysis

An Economic Prosperity Board could strengthen current partnership arrangements by providing a formal structure to lead collaboration between the Leicester and Leicestershire local authorities on sub-regional economic development and regeneration. It could also provide a stable mechanism for strategic decision making on economic issues across the sub-region. This would be of some benefit because it would enable long term funding commitments to be made.

Economic Prosperity Boards can take a strategic view of economic development and where investment should be made to support long-term, sustainable economic growth across the area. They also enable trade-offs to be made at a strategic level, taking into account what is best for the area as a whole.

An Economic Prosperity Board would be a single body that could represent the economic needs and strengths of Leicester and Leicestershire to partners and investors. It would also enable partnerships of authorities to demonstrate that they are committed to long-term joint working. It would facilitate transparency, accountability and visible leadership for sub-regional areas.

However, the major disadvantage of an Economic Prosperity Board is that it does not include transport functions. Transport is essential to the ambitions for growth in Leicester and Leicestershire. The interdependencies between economic growth and transport are so significant that it would be irrational to establish a governance arrangement that addressed one area but not the other as it would prevent a fully integrated approach to the two areas. The need for separate governance arrangements to address transport issues would be cumbersome and would create a wasteful duplication of effort.

It is also worth noting that no Economic Prosperity Boards have been created to date, which means that there is no opportunity to learn for experience in other areas.

Option 4: Establishing a Combined Authority

Background

Combined Authorities were introduced under the Local Democracy, Economic Development and Construction Act 2009 to enable councils to integrate economic development and transport functions and decision-making across a functional economic area. A Combined Authority operates as a public body with its own legal personality, can impose a levy on constituent authorities and can borrow money for transport purposes.

It is important to note that Combined Authorities are not a merger of existing Local Authorities; they can only take on certain functions with a very specific remit. In addition, the legislation allows for flexibility in establishing Combined Authorities.

Analysis

The advantages of an Economic Prosperity Board previously outlined all apply to a Combined Authority as both options are formally constituted legal entities and would provide a stable mechanism for long term strategic decision making and a single body that can represent the needs of Leicester and Leicestershire to investors and partners.

Both options enable a streamlining of arrangements, reduce duplication, would be able to take on developed powers from national Government and can have additional powers delegated to them from constituent councils if they choose to do so.

The significant difference between a Combined Authority and an Economic Prosperity Board, which makes the Combined Authority option much more attractive for Leicester and Leicestershire, is that a Combined Authority would have powers relating to both economic development and strategic transport. The Combined Authority model would provide a simple means of fully aligning and coordinating transport planning and wider economic development and regeneration, including strategic planning, across a sub-region. This would mean that economic development and regeneration and transport initiatives could be aligned, co-ordinated and delivered swiftly and efficiently by a single body.

The creation of a Combined Authority will allow Leicester and Leicestershire to realise its ambitions by bringing together, in a single legally recognised body, the key decision making powers for strategic transport and economic development and planning. It is impossible to separate these two functions, given their high level of interdependency and being able to present a coherent, long term vision across the two areas would facilitate long term planning designed to improve the economic conditions and performance of the area including an improvement in the effectiveness and efficiency of transport. This vision will be based on a single evidence base for the whole area, ensuring data and analysis relating to economic, planning and transportation matters are consistently defined, collected and applied.

A Combined Authority will enable a unified approach to insight, evidence and intelligence which will ensure that the understanding of the complex interdependencies between individuals businesses, jobs, skills, housing, health and financial dependence is of a higher quality thereby ensuring better use of resources on a local level.

A Combined Authority will enable a shared understanding about Leicester and Leicestershire as a single economic area across the nine local authorities and would create a strategic framework for economic

development and transport which would ensure consistency in local decision making. It would also increase the control and influence of the constituent councils across the key drivers of economic growth.

A further advantage to the Combined Authority model is that it would provide a framework for a single, coherent response from Leicester and Leicestershire to be made to national initiatives relating to planning or infrastructure. As a single entity, it would also enhance Leicester and Leicestershire's ability to liaise with neighbouring areas on issues of mutual interest, particularly as a number of neighbouring areas are in the process of becoming Combined Authorities.

Indeed, a number of areas in the country have already established Combined Authorities, or are in the process of doing so. If Leicester and Leicestershire choose not to establish a Combined Authority they risk getting left behind other areas and missing out on crucial government funding, such as devolution deals, due to not having sufficiently robust governance arrangements in place.

9. Summary of Preliminary Findings

The following table sets out an assessment of the options that have been considered by this review:-

Option	Evaluation	Rationale
Maintain the Status Quo	No	Maintaining the status quo would mean difficulties in accessing new funding and powers in line with the ambitions of the area. It would leave Leicester and Leicestershire behind other areas and would therefore be likely to have a detrimental impact on the economy of the area in the future. It would not strengthen the governance processes which largely rely on informal arrangements.
Joint Committee	No	The establishment of a Joint Committee would strengthen the current partnership arrangements and place them on a more formal basis. However, there is a lack of stability and certainty which is unlikely to secure long term funding commitments. In addition, the lack of legal status and financial accountability means that the same difficulties in accessing new funding and powers presented by status quo are likely to be encountered.
Economic Prosperity Board	No	An Economic Prosperity Board would provide strategic direction and accountability for economic development and regeneration and would ensure that a single formal decision-making body was in place for this. However, strategic transport would not be included in these arrangements, thus greatly limiting the scope for increased effectiveness and efficiency.
Combined Authority	Yes	A Combined Authority with devolved funding would create a clear and effective platform for accelerating economic prosperity in Leicester and Leicestershire through the creation of integrated, strategic frameworks to enable the delivery of investment plans for planning, transport and skills.

You can view the latest information in a number of ways

Visit us online www.llca.org.uk - this web page will be kept up-to-date with the latest information and developments. You'll also be able to access the survey here.

Alternatively, you can telephone **0116 305 7243** to ask for information in printed or alternative formats.

ਜੇ ਆਪ ਆ ਮਾਭਿਤੀ ਆਪਨੀ ਆਖਾਮਾਂ ਸਮਝਵਾਮਾਂ ਥੋੜੀ ਮਦਦ ਈਝਤਾਂ ਭੀ ਤੇ 0116 305 7243 ਨੰਬਰ ਪਰ ਫ਼ੋਨ ਕਰਸ਼ੋ ਅਨੇ ਅਮੇ ਆਪਨੇ ਮਦਦ ਕਰਵਾ ਆਵਸਥਾ ਕਰੀਯਾਂ.

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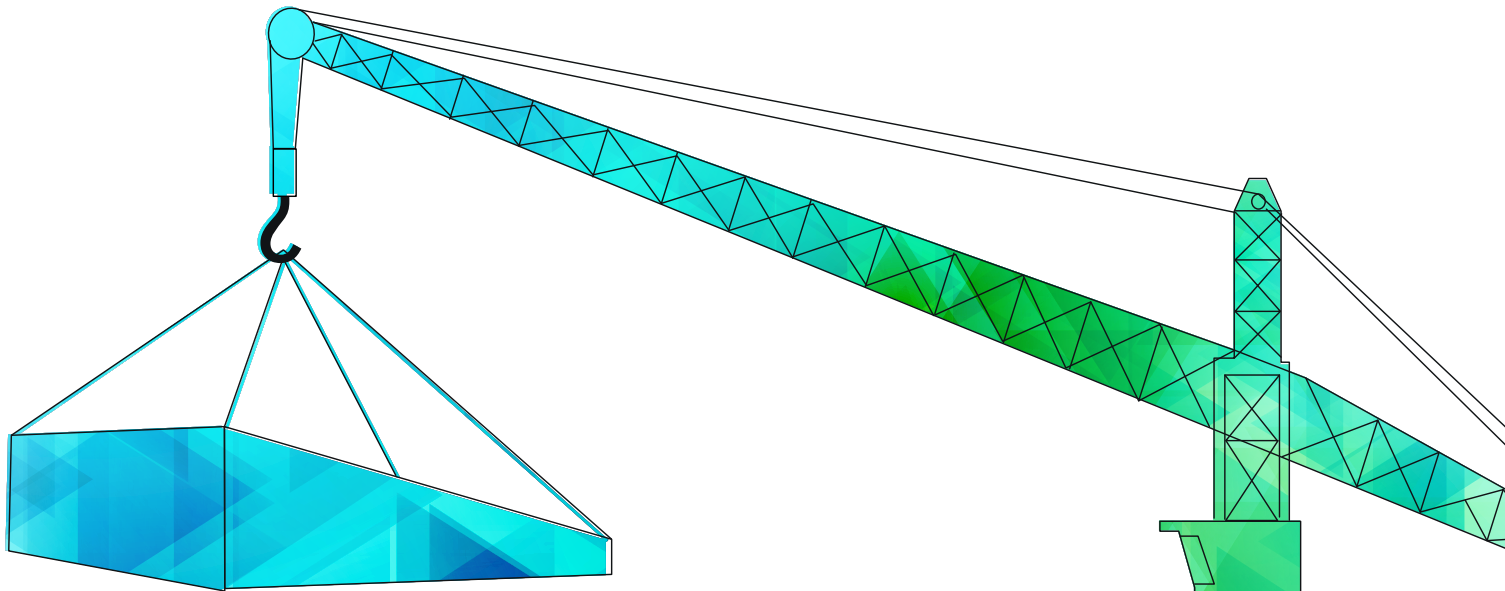


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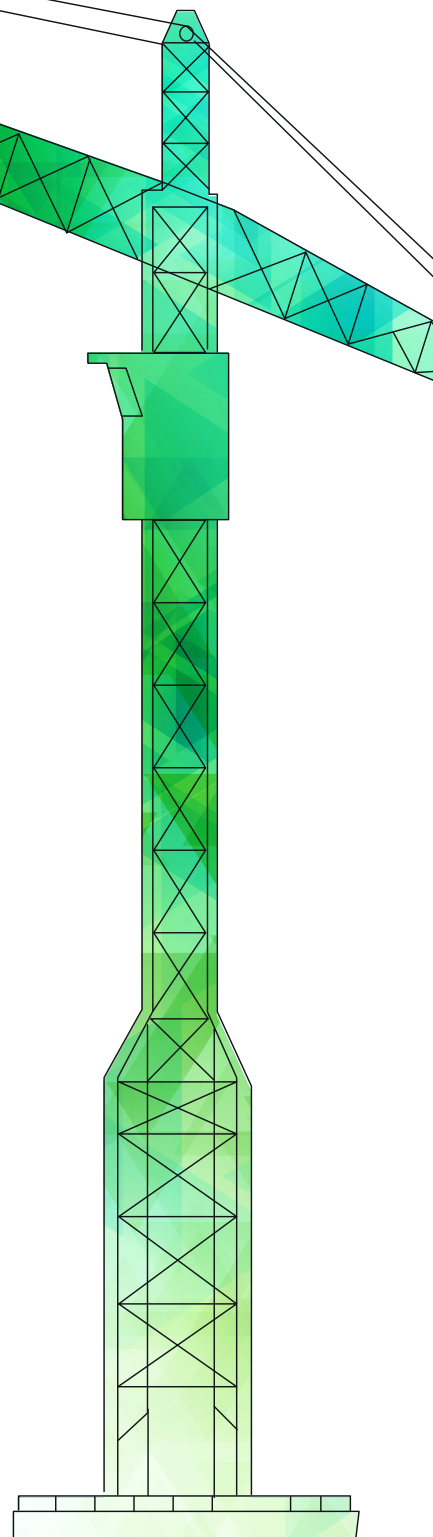
Leicester Leicestershire

Delivering Growth Together



Combined Authority Consultation Report

for the Leicester and Leicestershire
Combined Authority



Introduction and Methodology

The City, County and District Councils have consulted with the public and stakeholders on proposals to create a combined authority. The consultation involved a survey of residents, staff and stakeholders, but also included the invitation to submit views by letter or email.

The survey was made available on Councils' websites from 21 September 2015. This was accompanied by supporting information which set out the proposals in more detail.

The survey asked for views on the proposed model, the proposed functions to be included, and the how the existing governance arrangements had been documented (see Appendix 1 for the full questionnaire).

The consultation closed on the 20 October 2015 (a four week fieldwork window).

Communications and media activity

The Combined Authority consultation was communicated in a number of ways, including:

- press releases sent to local, regional and local government media at the beginning of the consultation and again before the end
- in the County Council's newspaper to all county households, Leicestershire Matters
- social media messages on Twitter and Facebook from partners at key points throughout the consultation
- on all partner website front pages and consultation webpages
- to staff at partner councils, via intranet sites and staff emails
- email briefings and letters sent to MPs, business stakeholders, voluntary groups, councils in neighbouring areas and other interested parties

Survey response rate

During the four week consultation window, 260 people responded to the survey. The majority (98.8%) took part by completing the online survey, with a small number (3) returning a paper copy of the survey.

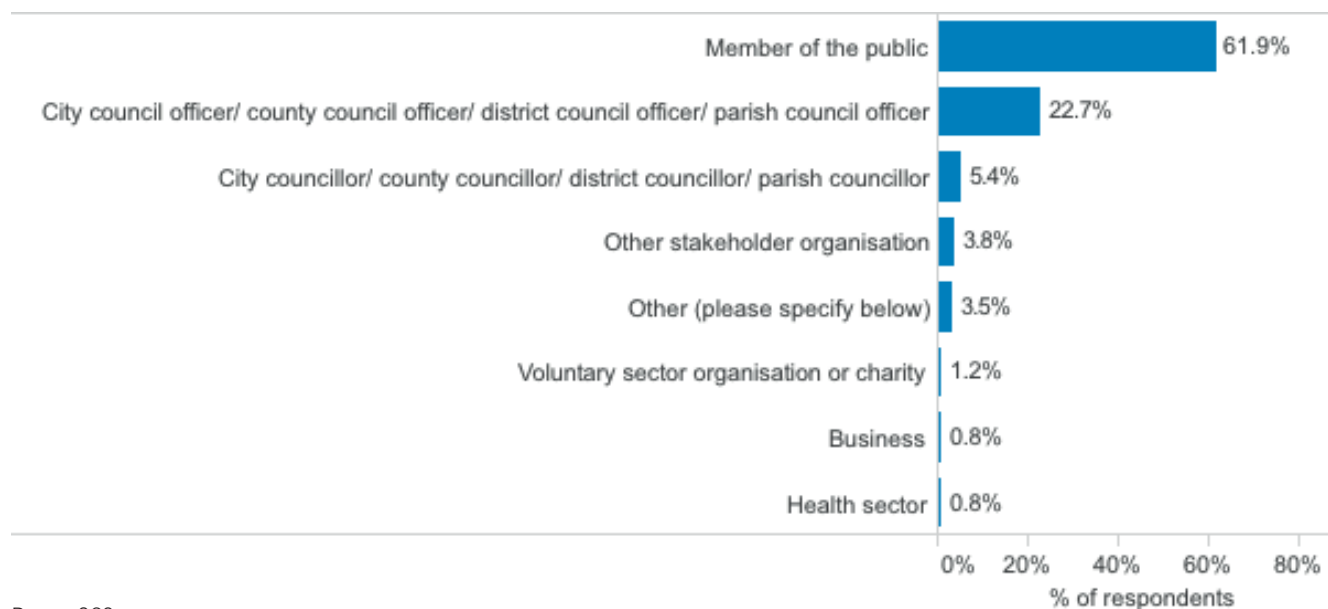
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Survey respondent profile

Chart 1 shows that most respondents who completed the survey were members of the public (61.9%). Other responses have been listed in Table 1.

Chart 1 – In what capacity are you responding to this consultation?



Base = 260

Table 1 – Other, please specify (as written by the respondent)

City Council employee	2
CC employee	1
District Council	1
Homes and Communities Agency	1
Kibworth Harcourt Parish Council	1
Service manager for a community transport service	1
Youth services	1

Base = 8

Table 2 shows the stakeholder organisations which respondents represented – not all respondents chose to state their organisation.

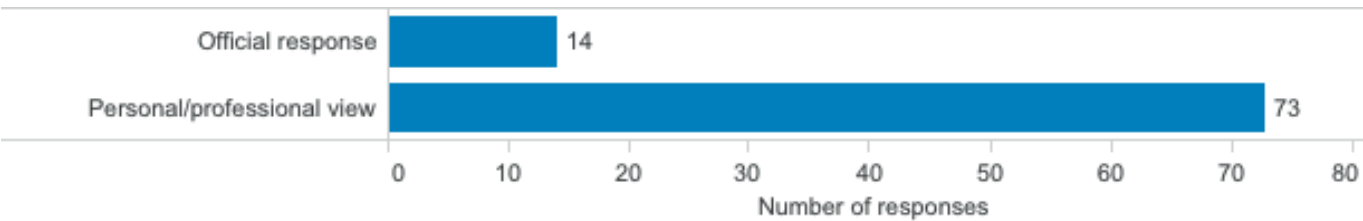
Table 2 – Stakeholder organisations represented

Leicester City Council	8
Leicestershire County Council	5
Claybrooke Magna Parish Council	3
Harborough District Council	3
Blaby District Council	2
Barwell Parish Council	1
Broughton Astley Parish Council	1
Campaign for Better Transport (Leicestershire)	1
Community Action Partnership	1
DMU	1
East Leicestershire and Rutland Clinical Commissioning Group	1
Enderby Parish Council	1
Federation of Small Businesses	1
Harborough District Councillor, Village Meeting Chairman	1
Homes and Communities Agency	1
Leicester Cathedral	1
Leicester City Clinical Commissioning Group	1
Leicester College	1
Market Bosworth Parish Council	1
Orbit	1
Road Haulage Association	1
Signing Network CIC	1
The National Forest Company	1
The University of Leicester	1
Woodhouse Parish Council	1

Base =41

Fourteen respondents from stakeholder organisations provided their organisation's official response (Chart 2). These organisations are listed in Table 3 (two respondents did not provide their organisation's name).

Chart 2 – Are you providing your organisation’s official response to the consultation or a personal/professional view?



Base =87

Table 3 – Official responses received from

Broughton Astley Parish Council
DMU
East Leicestershire and Rutland Clinical Commissioning Group
Enderby Parish Council
Federation of Small Businesses
Homes and Communities Agency
Leicester College
Market Bosworth Parish Council
Road Haulage Association
Signing Network CIC
The National Forest Company
Woodhouse Parish Council

Base =12

A demographic profile of those responding to the survey is reported in Appendix 2.

Survey analysis - methodology

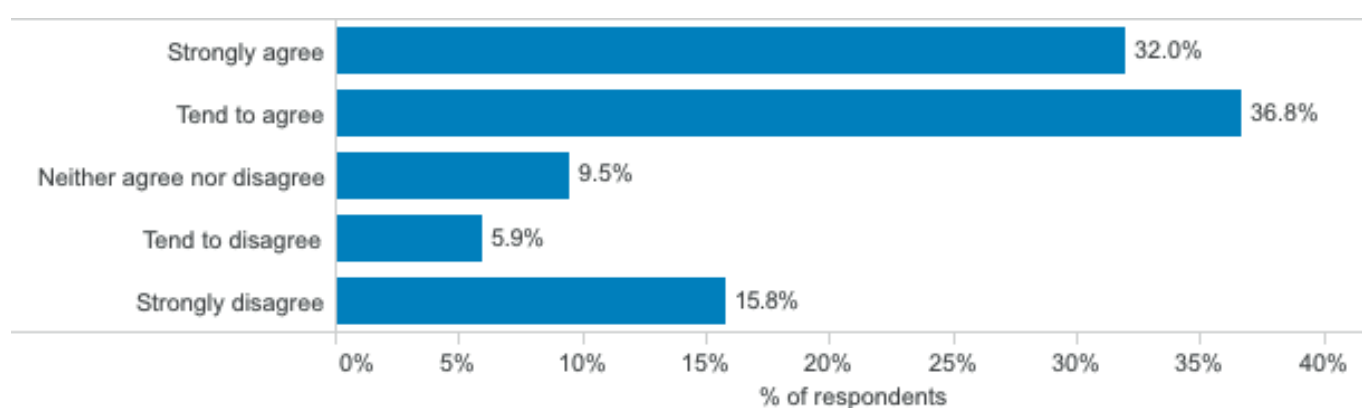
Graphs and tables have been used to assist explanation and analysis. Although occasional anomalies appear due to rounding differences, these are never more than +/- 1%. Question results have been reported based on those who provided a valid response, i.e. taking out the ‘don’t know’ responses and no replies from the calculation of the percentages.

Survey Results Analysis

Combined Authority governance model

Chart 3 shows that the majority of respondents (68.8%) agreed that, to enable economic and transport improvements, of the four options presented a Combined Authority is the best governance model for Leicester and Leicestershire. Just over a fifth of respondents disagreed (21.7%).

Chart 3 – To what extent do you agree or disagree that, to enable economic and transport improvements, a combined authority is the best governance model for Leicester and Leicestershire?



Base = 253

Analysis of the open comments showed that respondents who 'strongly agreed' or 'tended to agree' with the statement commented that it would avoid duplication and provide value for money. They also commented that it would improve co-ordination between authorities, particularly as the functions of the Combined Authority related to issues which were wider than the current political boundaries.

"Leicester and Leicestershire are strongly interlinked with people moving between city and county for work, shopping and leisure. A combined authority would allow for planning and transport decisions which took account of the needs of the city and the county residents."

Respondents who either 'strongly disagreed' or 'tended to disagree' with the statement expressed concerns that local accountability would be lost and highlighted the difference between Leicester City and Leicestershire County, both in terms of political approach and the differing needs of the populations. Respondents also commented that the proposals would result in a decrease in democratic accountability.

"I think a combined authority of the type being proposed would dilute and compromise an individual authority's ability to act in the best interests of its residents and respond to their needs and views."

Respondents were also asked whether there were any other functions that they thought should be included in the scheme. Chart 4 shows a summary of the results.

Chart 4 – Are there any other functions that you think should be included in the scheme?

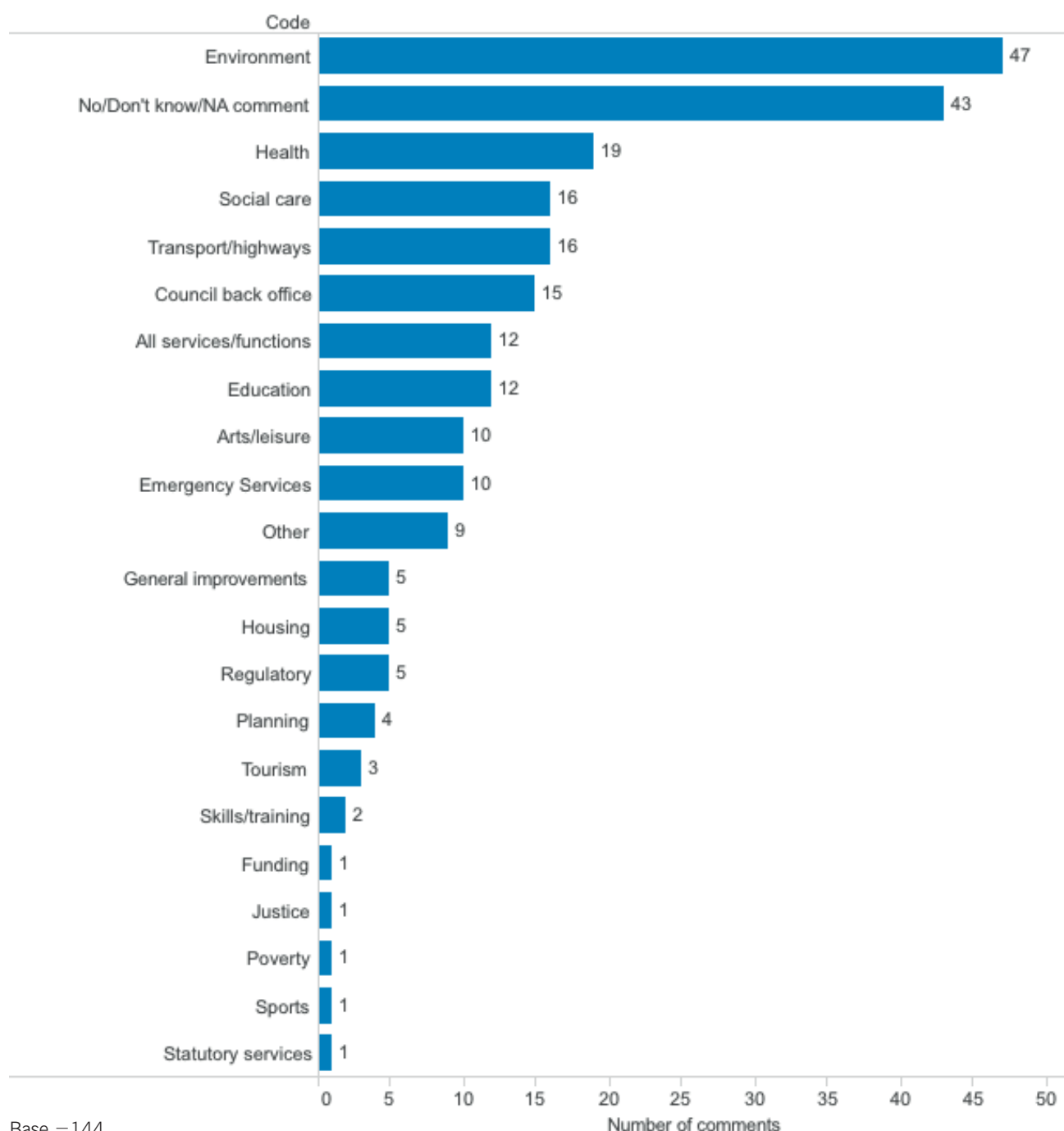
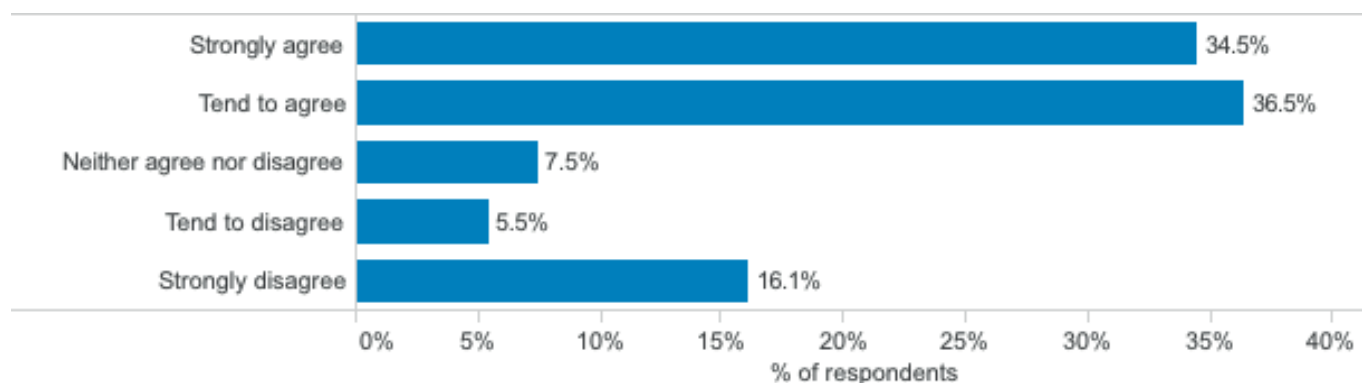


Chart 4 shows that the most common functions mentioned by respondents were around the theme of the environment, followed by health, transport/highways, social care, and council back office functions. Appendix 3 provides a more detailed breakdown of these codes.

Combined authority functions

Chart 5 shows that the majority of respondents (71.0%) agreed that the proposed functions are appropriate. Just over a fifth of respondents disagreed (21.6%).

Chart 5 – To what extent do you agree or disagree that these proposed functions are appropriate?



Base =255

Respondents who 'strongly agreed' or 'tended to agree' with the statement commented that the functions set out in the Scheme were key issues affecting the whole of the combined authority area. Respondents commented that a joined up approach with these functions was in the best interests of the public and made economic sense.

"These appear to be key areas affecting the whole of the city and county and so appropriate for a combined authority"

There was a lack of consensus amongst respondents who 'tended to agree' with the statement with regard to skills. Some felt that co-ordination in this area would not be possible whereas others welcomed the focus on it.

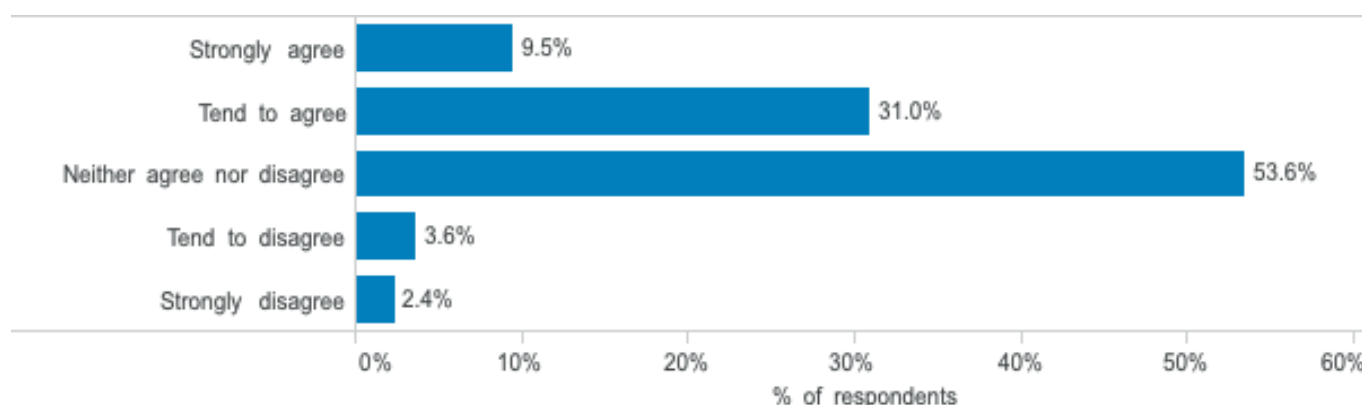
Respondents who 'strongly disagreed' or 'tended to disagree' with the statement expressed concerns that local accountability for functions would be lost, particularly with regard to planning and that some areas would benefit more than others.

"With any group coming together there are compromises. This could lead to trade-offs between different areas which do not best meet residents requirements"

Existing governance arrangements

Chart 5 shows that the majority of respondents (53.6%) neither agreed nor disagreed that the governance review correctly outlines the existing governance arrangements. Just over 40% of respondents agreed and 6.0% disagreed.

Chart 5 – To what extent do you agree that the governance review correctly outlines the existing governance arrangements?



Base =84

The majority of comments were from respondents who ‘neither agreed nor disagreed’ with the statement. Respondents felt that they did not have sufficient experience to comment in this area.

“I’m not an expert on this subject so don’t feel my opinion is particularly useful”.

Any other comments on the proposals as a whole

Comments made by respondents included a wide range of issues, the most of common were:

- In support of the proposal to establish a combined authority;
- Concerns regarding the cost of establishing and administering a combined authority, including concerns that this would add an extra tier of government for the area;
- Concerns that the proposals will have an impact on local accountability;
- That the current arrangements are satisfactory;
- That the proposals are not sufficiently ambitious or that the establishment of a unitary authority should be considered instead of creating a combined authority;
- Concerns that political differences may limit progress.

Other consultation responses

Letters providing an official response to the consultation were received from the East Midlands Airport, the Federation of Small Businesses and the East Midlands Chamber. These letters set out clear and positive positions in relation to the consultation proposals and are attached as Appendix 4 to this report. Appendix 4 also includes an email response from Andrew Bridgen MP which expresses concerns regarding the level of ambition in the proposal.

Leicester Leicestershire

Delivering Growth Together



Have your say on the Leicester and Leicestershire combined authority proposal

Introduction

The city, county and district councils are working on proposals to create a combined authority. A combined authority would not replace individual councils and their current services but would enable them to work more closely together on transport, planning, skills and other key issues affecting the whole area. The combined authority can only be formed if all councils agree and if the Government approves any proposals.

The councils concerned are: Leicester City Council; Leicestershire County Council; Blaby District Council; Charnwood Borough Council; Harborough District Council; Hinckley and Bosworth Borough Council; Melton Borough Council; North West Leicestershire District Council; and Oadby and Wigston Borough Council.

We'd like your views on our outline proposal.

All comments we receive during the consultation will be analysed and we will amend the proposals in the light of them. The amended proposals will then be considered by all the above councils. If all councils approve the proposals, we will submit them to the Government. We hope to be able to submit proposals early next year and would then expect a decision from ministers within a year.

Please note: Your responses to the main part of the survey (Q1 to Q7, including your comments) may be released to the general public in full under the Freedom of Information Act 2000. Any responses to the questions in the 'About you' section of the questionnaire will be held securely and will not be subject to release under Freedom of Information legislation, nor passed on to any third party.

Q1 In what role are you responding to this consultation? Please tick one option only

- ☐ Member of the public
- ☐ City councillor/ county councillor/ district councillor/ parish councillor*
- ☐ City council officer/ county council officer/ district council officer/ parish council officer*
- ☐ Business*
- ☐ Health sector*
- ☐ Emergency services*
- ☐ Voluntary sector organisation or charity*
- ☐ Other stakeholder organisation*
- ☐ Other (please specify below)

Other (please specify)

Q2 *If you represent a stakeholder, please provide your details:

Name:

Organisation:

Are you providing your organisation's official response to the consultation or a personal/professional view?

Please tick one option only

- ☐ Official response
- ☐ Personal/professional view

Combined authority governance model

Recently we looked at possible governance models to enable economic and transport improvements in the local area. The preliminary findings of the governance review suggest the combined authority is the best governance model for Leicester and Leicestershire.

A combined authority is a legal arrangement which enables councils to work together more closely on issues around transport, planning and economic growth. They can help reduce duplication and bureaucracy. They are created to enable clearer co-ordination and decision-making, to drive forward decisions on transport, economic development and skills, giving local councils a stronger voice in discussions with the Government, neighbouring areas and developers.

There are alternatives to having a combined authority. For example, councils could continue to work together as they are, or set up a joint committee, or an economic prosperity board. However, none of these options give the full benefits of a combined authority and that is why a number of areas are applying to set up combined authorities. These are set out in our governance review.

Q3 To what extent do you agree or disagree that, to enable economic and transport improvements, a combined authority is the best governance model for Leicester and Leicestershire? Please tick one option only

Strongly agree

☐

Tend to agree

☐

Neither agree nor disagree

☐

Tend to disagree

☐

Strongly disagree

☐

Don't know

☐

Why do you say this?

Combined authority functions

Part 2 of the draft scheme sets out the proposed functions of the combined authority. In summary, these are:

Planning: councils could work together to agree a clearer, long-term framework to meet future housing and employment needs for the whole area and identify future growth locations.

Transport: focussing on long-term investment in road, rail and other public transport infrastructure.

Skills: driving improvements in skills and training, to give local people the chance to get better qualifications and employment.

Q4 To what extent do you agree or disagree that these proposed functions are appropriate? Please tick one option only

Strongly agree

☐

Tend to agree

☐

Neither agree nor disagree

☐

Tend to disagree

☐

Strongly disagree

☐

Don't know

☐

Why do you say this?

About you

Leicestershire County Council is committed to ensuring that its services, policies and practices are free from discrimination and prejudice and that they meet the needs of all sections of the community.

We would therefore be grateful if you would answer the questions below. You are under no obligation to provide the information requested, but it would help us greatly if you did.

Q8 Are you male or female? Please tick one option only

☐ Male

☐ Female

Q9 What was your age on your last birthday? (Please enter your age in numbers not words)

Q10 What is your full postcode?

Q11 Do you have a long-standing illness, disability or infirmity? Please tick one option only

☐ Yes

☐ No

Q12 What is your ethnic group? Please tick one option only

☐ White

☐ Black or Black British

☐ Mixed

☐ Other ethnic group

☐ Asian or Asian British

Thank you.

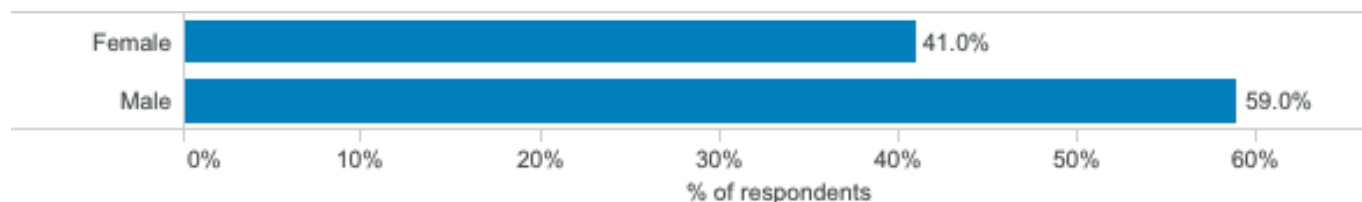
Please return by 20th October 2015 to: Combine Authority Consultation, Room 300B, Leicestershire County Council, Have Your Say, FREEPOST NAT18685, Leicester, LE3 8XR. No stamp is required.

Data Protection: Personal data supplied on this form will be held on computer and will be used in accordance with the Data Protection Act 1998. The information you provide will be used for statistical analysis, management, planning and the provision of services by the county council and its partners. Leicestershire County Council will not share any information collected from the 'About you' section of this survey with its partners. The information will be held in accordance with the council's records management and retention policy. Information which is not in the 'About you' section of the questionnaire may be subject to disclosure under the Freedom of Information Act 2000.

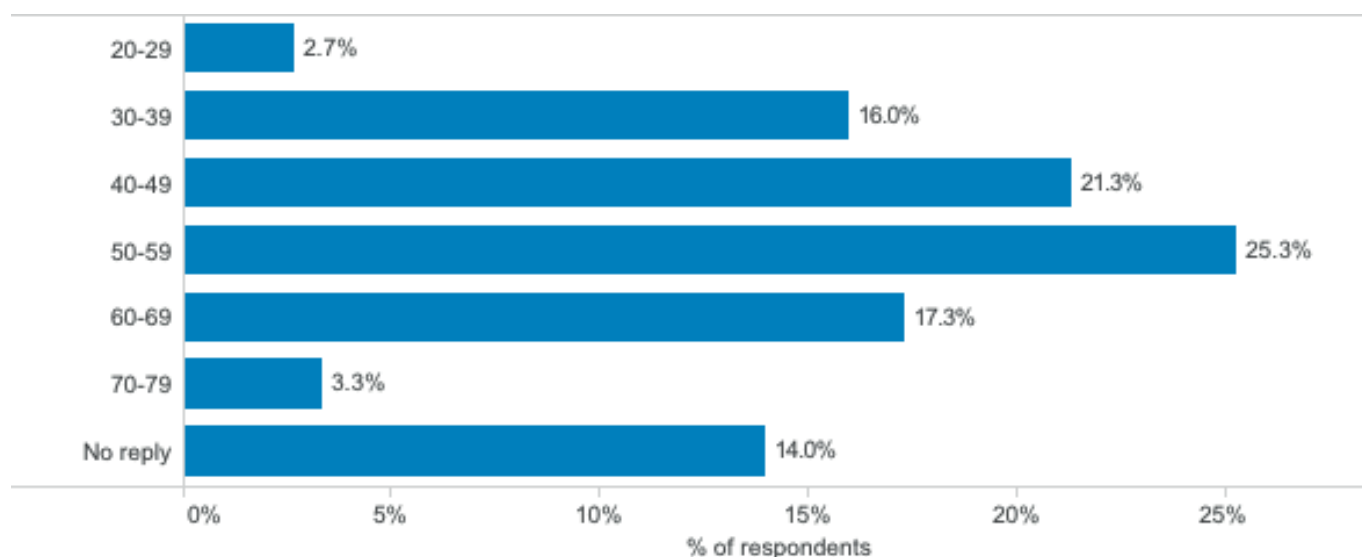
Appendix 2 – Respondent profile

The charts below show the demographic profile of the members of the public who responded to the survey (stakeholders were not asked these questions).

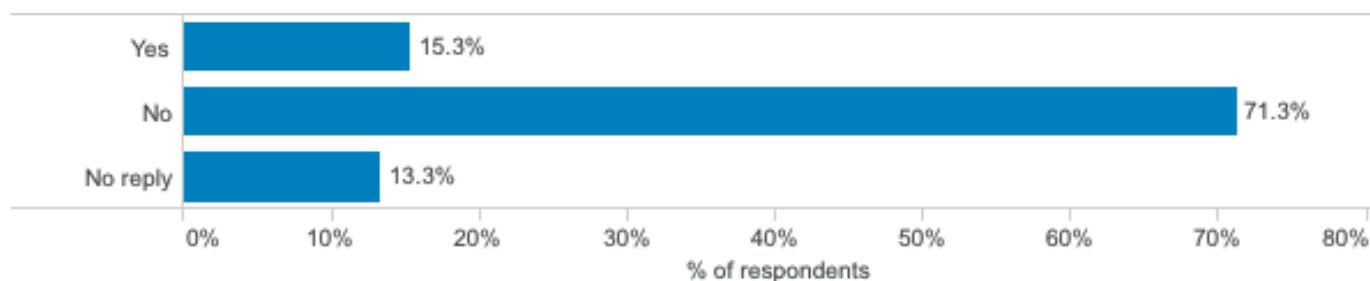
Are you male or female?



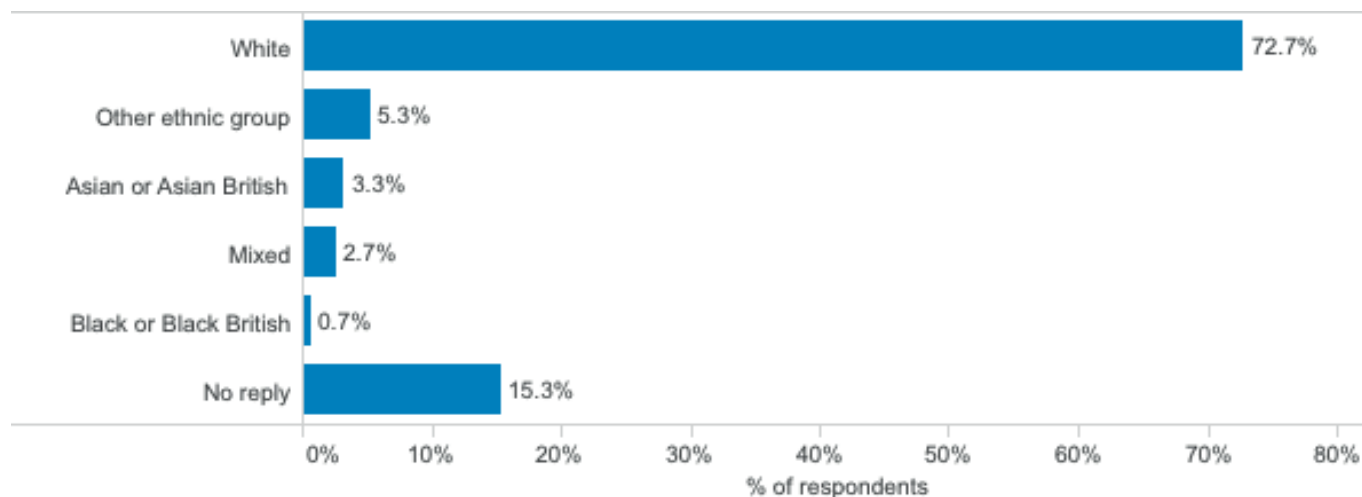
What was your age on your last birthday?



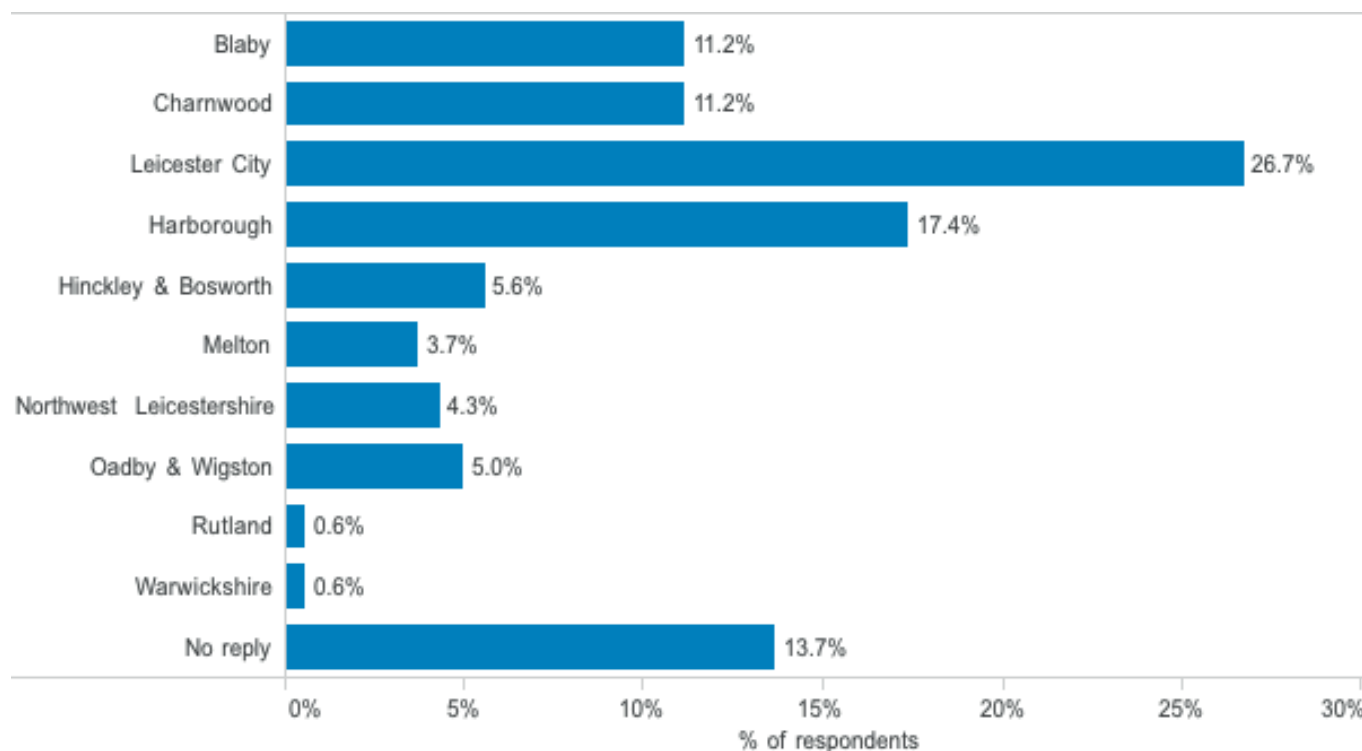
Do you have a long-standing illness, disability or infirmity?



What is your ethnic group?



District (What is your postcode?)



Appendix 3 – Are there any other functions that you think should be included in the scheme?

Code	Sub code	Count			
Environment	Waste Management	22	Arts/leisure	Leisure facilities	4
	Recycling	9		Arts/culture	4
	Environmental concerns	9		Museums	1
	Green/Renewable/Sustainable - Energy	2		Libraries	1
	Energy	2	Emergency Services	Police	6
	Maintenance of parks/verges	1		Fire services	3
	Green/Renewable/Sustainable - Transport	1		Emergency services	1
	Green/Renewable/Sustainable - Other	1	Other	Other	9
No/Don't know/NA comment	No/Don't know/NA comment	43	General improvements	Improve operations - General comment	5
Health	Health	19	Housing	Housing	5
Transport/Highways	Transport	3	Regulatory	Licensing	2
	Parking	3		Trading Standards	1
	Traffic management	2		Registrars	1
	Street lighting	1		Coroners	1
	Road gritting	1	Planning	Planning	4
	Road cleaning	1	Tourism	Tourism	2
	Lorry parking	1		Festivals	1
	Lift freight delivery restrictions	1	Skills/training	Training	1
	Highways/roads	1		Apprenticeships	1
	Freight priority lanes	1	Funding	Funding schemes	1
	Depots	1	Justice	Courts	1
	Cycling infrastructure	1	Poverty	Poverty	1
	Consolidation centres/freight parks	1	Sports	Sports development	1
			Statutory services	Statutory services	1
Social care	Social care/social services	14			
	Meals on wheels	1			
	Care for elderly	1			
Council back office	Procurement/commissioning	5			
	Admin	3			
	IT infrastructure	2			
	Consultation	2			
	Human Resources	1			
	Finance	1			
	Equality and diversity	1			
All services/functions	All services/functions	12			
Education	Education	11			
	School meals	1			

Base = 144

Note each response could contain more than one comment/point of view



East Midlands Chamber (Derbyshire, Nottinghamshire, Leicestershire)

Response to consultation on the formation of a Combined Authority for Leicester and Leicestershire

East Midlands Chamber (Derbyshire, Nottinghamshire, Leicestershire) welcomes the opportunity to provide its views on the proposed development of a Combined Authority in Leicester and Leicestershire, an area in which it has over 900 members.

The Chamber's comments relate in the main to the proposed functions, focus and activities, as opposed to the proposed governance arrangements. We would, however, note that the proposed role for the Chair of the LLEP is welcome. Leicester and Leicestershire Enterprise Partnership has been a success for the area to date in helping promote the needs of business and its continued involvement would be an important element in any Combined Authority model.

It is also important to clearly state that it is vital for the success of a combined authority that it not be seen as another layer of governance, and therefore ensuring a strong, coherent plan of activity and communication of that is of the utmost importance.

Economic development, regeneration and transport are all areas that the Chamber believes would be more effectively addressed at the proposed combined authority level. Businesses and employees cross boundaries as a matter of course and so it is appropriate that an approach to economic development also looks cross-border. The Chamber would highlight three areas where better joined up activity would support enhanced business growth:

- **Skills provision:** in particular, ensuring that colleges and training providers are understanding and responsive to the needs of local employers and that provision can be designed around these needs, both for today and into the future.
- **Planning/land availability:** considering both commercial and residential developments, the lack of consistent local plans creates barriers in planning and creates a system that is disjointed and often weighted towards local pressures/drivers as opposed to the strategic needs of an area. Chamber members frequently highlight frustrations with planning as it stands, both from the viewpoint of developers and also businesses looking to move premises and struggling to find something suitable.
- **Transport:** ensuring a cross-boundary approach to investment in road networks – many journeys on these networks are transitory across boundaries and by understanding and responding to key travel flows a 'whole journey' approach can be developed, reducing congestion and boosting productivity.

While the Chamber is wholly supportive the intention to develop a joint economic vision and strategic growth plan to 2050, it is vital that any such vision and growth plan also be cognisant of – and engage with – activity taking place in localities surrounding the proposed Combined Authority area, where there are many joint economic interests and opportunities. Indeed, the importance of getting this right is only

heightened by similar moves in neighbouring areas, where developments are at a more advanced stage. A Combined Authority for Leicester and Leicestershire will support this by putting the area on a closer to equal footing.

Finally, while it is appreciated that this consultation marks one stage within a process, the Chamber recognises that the development of Combined Authorities and the wider devolution agenda is politically a fast moving one. Therefore, we would urge decision makers in Leicester and Leicestershire to continue to be seek opportunities for enhanced partnership working, both within the city and county boundaries but also with others where the interests are similar and deeper partnership would further support the positive development of the Leicester and Leicestershire economy and those who live and work in it.

To discuss this submission further please contact:

Scott Knowles, Chief Executive, scott.knowles@emc-dnlc.co.uk

Chris Hobson, Director of Policy and External Affairs, chris.hobson@emc-dnl.co.uk



FSB Response to the Combined Authority Consultation

Q3 - We strongly agree.

Businesses do not recognise authority boundaries as helpful to an effective transport system. They want seamless movement of labour across the whole LLEP area. There are opportunities for improved productivity and convenience through smart ticketing across such a seamless area.

Businesses do not consider authority boundaries as helpful in the execution of economic development strategies from the LLEP. They introduce significant handicaps into the process for providing development space for housing and economic activity. The differences in approach to inward investment activity between the City and County have been depressing to observe. Businesses expect consistent deployment of business support, such as local sign-posting to LLEP and other sources, to be consistent across post codes.

However, the successful delivery of these expectations will rest on effective governance arrangements and truly integrated working with an absence of frontiers. We look forward to an opportunity to comment on proposals to achieve this. Issues of accountability, transparency and accessibility for business input will be of particular interest.

Q4 - We strongly agree.

Part of the transport rationale for a combined approach is outlined in Q3. In parallel with the delivery of transport services, there is the underlying issue of transport infrastructure, both the development and maintenance thereof, where authority boundaries make no apparent sense when it comes to rational allocation of scarce resources.

Planning authority partitions are demonstrably disabling the mechanisms required to meet the needs of the local economy. For instance the City boundary appears to be a real obstacle to providing adequate workplace development space for LLEP key industries such as food. There is a wide-spread and continuing need for affordable work space for small businesses – the life blood of the local economy.

With the area still growing well, and approaching nominal full employment, then we urgently need more housing to attract more labour. The location of that housing and how it links to the employment centres, together with the necessary social infrastructure of schools, healthcare, retail outlets etc, is a pressing task that has to be addressed under one authority without frontiers.

Businesses expect that a combined planning authority will deliver planning decisions and regulation more consistently than the situation they currently have to deal with.

The vital, parallel approach to nominal full-employment has to be a drive for increasing productivity in the LLEP area. The statistics show that this area is below national averages in educational attainment, in skill levels and consequently in productivity. Standard of living rests fundamentally on productivity. The “living

wage” issue will only be solved, as opposed to mitigated with unintended consequences, by increasing productivity. Productivity rests on investment and on training. We look to the combined authority to take a seamless approach to delivering a workforce through the FE colleges and other routes that meets the needs of businesses. That may need a change to what the colleges understand by “meeting demand”. Too often this appears to mean meeting demand expressed by students seeking to enrol. This approach delivers surpluses who cannot apply their training and chronic shortages illustrated by vacancies which cannot be filled.

However, the same comments on governance made in Q3 still apply.

Q5 –

As a consequence of combining planning functions, we believe that Section 106 funds should also be pooled and applied to development infrastructure where rationally required, rather than within the local authority boundary within which it is “earned”.

Inward investment should be specifically identified as within the ambit of the combined authority. Business people cannot understand the apparent lack of clarity, over a protracted period, of the role, scope and remit of the inward investment effort in the County vs the City. Potential investors also need to see a single entity and single point of contact for the whole LLEP area.

It would be helpful if the Combined Authority was specifically tasked with the development and maintenance of a “foreign office” for developing plans and joint ventures with authorities in neighbouring LLEP areas.

Q6. – Tend to agree

We tend to agree that the review correctly outlines the existing governance arrangements. However, the language used needs to be sharpened up to differentiate the roles of the Combined Authority from that of the LLEP.

There is such widespread use of “strategic”, “economic development”, “growth” etc that the lines get blurred. For instance, under heading 6, “There is no single formally constituted body with responsibility for taking decisions related to economic growth....” “...no single entity with responsibility for taking decisions on economic development....”. Any suggestion of dilution of the role of the LLEP would be retrograde and very damaging. Sharper distinction between delivery and strategy might help.

It would be helpful if the language used separated the topic of spatial planning from that of economic development for governance purposes.

There is no discussion about how a newly constituted Combined Authority would be represented on the LLEP Board.

Dave Nicholls

Regional Chairman

20 October 2015

Simon Lawrence
Programme Manager
Leicestershire Combined Authority

By E-Mail

Dear Simon

Consultation on the Proposed Combined Authority for Leicestershire

We are responding to the public consultation on the proposal to create a combined authority for Leicester and Leicestershire. As one of the County's major businesses, East Midlands Airport welcomes the opportunity to make comments and provide some observations on the proposed arrangements for closer collaboration and joint-working between the local authorities in Leicestershire.

East Midlands Airport is located in North West Leicestershire and is the largest single employment site in the County. It is a significant regional airport handling 4.5 million passengers a year serving the Midlands and part of East Anglia. The Airport also plays a national role as the UK's largest express freight hub. Some 7,000 people work on the Airport site and it is estimated that the Airport generates £263m of annual GVA for the East Midlands region.

The local authorities and the Leicester and Leicestershire Enterprise Partnership have a range of priorities and policies to boost the County's economy, to create jobs and to improve transport and planning. A more unified approach through a combined authority would provide a greater level of clarity, reduce duplication and importantly provide a strategic approach and direction for developers and investors. This would ensure that across the County, the focus is on strategies, policies and measures that seek to deliver the greatest overall benefit for Leicestershire. A collective approach through a combined authority will also give the local authorities and partners across the County a single and stronger voice in discussions with Government, regional partners, businesses and investors.

East Midlands Airport supports the approach to closer and more collective working between local authorities. This will enable clearer and more strategic decision-making, delivering an ambitious approach to transport, planning and the development of jobs and skills. Combined Authorities have been established in neighbouring areas and it is important that Leicester and Leicestershire are able to capitalise on the benefits that such a partnership will bring.

We hope that these comments are helpful as part of the consultation process.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Jon Bottomley', followed by a long horizontal line and a stylized flourish.

Jon Bottomley
PRINCIPAL PLANNER

From: **BRIDGEN, Andrew**
Sent: **20 October 2015 15:21**
To: **Leader**
Subject: **RE: Combined Authority**

Dear Nick,

With reference to the Combined Authority, I have real concerns that our bid will not be seen as substantial enough. Around us we have Northamptonshire combining with Oxfordshire and Buckinghamshire, Lincolnshire looking at East Yorkshire and Derbyshire and Nottinghamshire are combining with the prospect of a Mayor and the powers that would bring. I also understand that a lot of their bid centres on the employment opportunities around East Midlands Airport based of course in our County and in my constituency.

I do feel that it is inevitable that we will have to form some alliance with these two counties given our historic links being part of the so called Golden Triangle. I understand yesterday that the leader of Nottinghamshire County Council extended an invitation for Leicester and Leicestershire to join their bid and whilst I understand you have said recently it is 'too late', I would urge you to look at this again and see what options there are to join that bid. I will be happy to raise the matter with the Secretary of State to see what assistance he and his Department can offer to facilitate this, indeed I am in receipt of a handwritten note from him following my speech in the House last week agreeing with my promotion of the idea. I fear if we do not act soon, the County and the City will be left behind as our bid simply will not have the critical mass required.

Kind Regards,

Andrew Bridgen

You can view the latest information in a number of ways

Visit us online www.llca.org.uk - this web page will be kept up-to-date with the latest information and developments. You'll also be able to access the survey here.

Alternatively, you can telephone **0116 305 7243** to ask for information in printed or alternative formats.

ਜੇ ਆਪ ਆ ਮਾਭਿਤੀ ਆਪਨੀ ਆਖਾਮਾਂ ਸਮਝਵਾਮਾਂ ਥੋੜੀ ਮਦਦ ਚਾਹੁੰਦੇ ਹੋ ਤੇ 0116 305 7243 ਨੰਬਰ 'ਤੇ ਫ਼ੋਨ ਕਰੋ ਅਤੇ ਅਸੀਂ ਆਪਨੇ ਮਦਦ ਕਰਵਾ ਅਵਸਥਾ ਕਰੀਯਾਂਗੇ।

ਜੇਕਰ ਤੁਹਾਨੂੰ ਇਸ ਜਾਣਕਾਰੀ ਨੂੰ ਸਮਝਣ ਵਿੱਚ ਕੁਝ ਮਦਦ ਚਾਹੀਦੀ ਹੈ ਤਾਂ ਕਿਰਪਾ ਕਰਕੇ 0116 305 7243 ਨੰਬਰ 'ਤੇ ਫ਼ੋਨ ਕਰੋ ਅਤੇ ਅਸੀਂ ਤੁਹਾਡੀ ਮਦਦ ਲਈ ਕਿਸੇ ਦਾ ਪ੍ਰਬੰਧ ਕਰ ਦਵਾਂਗੇ।

এই তথ্য নিজের ভাষায় বুঝার জন্য আপনার যদি কোন সাহায্যের প্রয়োজন হয়, তবে 0116 305 7243 এই নম্বরে ফোন করলে আমরা উপযুক্ত ব্যক্তির ব্যবস্থা করবো।

اگر آپ کو یہ معلومات سمجھنے میں کچھ مدد درکار ہے تو براہ مہربانی اس نمبر پر کال کریں 0116 305 7243 اور ہم آپ کی مدد کے لئے کسی کا انتظام کر دیں گے۔

假如閣下需要幫助，用你的語言去明白這些資訊，請致電 0116 305 7243，我們會安排有關人員為你提供幫助。

Jeżeli potrzebujesz pomocy w zrozumieniu tej informacji w Twoim języku, zadzwoń pod numer 0116 305 7243, a my Ci pomożemy.

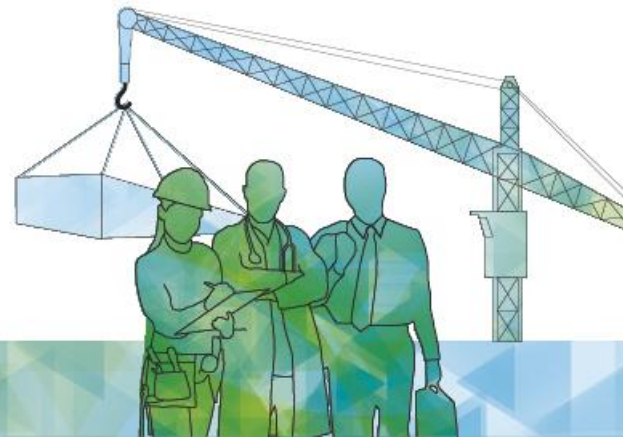
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Leicester Leicestershire

Delivering Growth Together



Draft Scheme for the Establishment of a Leicester and Leicestershire Combined Authority

Part 1 - Intention to establish a Leicester and Leicestershire Combined Authority

1. Establishment of Authority

- 1.1 A Combined Authority shall be established pursuant to Section 103 of the Local Democracy, Economic Development and Construction Act 2009 (“LDEDCA”). It shall come into existence on the 1st October 2016.
- 1.2 The Scheme is intended as a summary of the matters with which the Combined Authority will be concerned. Following the establishment of the Combined Authority, the members of the Combined Authority will agree and adopt a full constitution which will expand upon matters referred to within this Scheme.

2. Name of Authority

- 2.1 The name of the Combined Authority shall be the ***Leicester and Leicestershire Combined Authority (“the Combined Authority”)***.

3. Area of Authority

- 3.1 The Combined Authority area shall be the whole of the following local government areas:-
- (a) Blaby District Council
 - (b) Charnwood Borough Council
 - (c) Harborough District Council
 - (d) Hinckley and Bosworth Borough Council
 - (e) Leicester City Council
 - (f) Leicestershire County Council
 - (g) Melton Borough Council
 - (h) North West Leicestershire District Council
 - (i) Oadby and Wigston Borough Council
- 3.2 The nine councils listed above shall be referred to as the “*constituent councils*”.

4. Membership of Authority

- 4.1 Membership of the Combined Authority will be drawn from the constituent councils listed in section three and from the Leicester and Leicestershire Enterprise Partnership (LLEP).

- 4.2 The constituent councils will appoint a total of nine elected members to the Combined Authority. Each constituent council will appoint one member. The LLEP will appoint the Chair of the LLEP to the Combined Authority as a non-voting member (in the event the Chair of the LLEP is an elected member of one of the constituent councils then the LLEP will appoint another member of its board who is not such an elected member).
- 4.3 In respect of elected members, membership of the Combined Authority will be a decision for each constituent council.
- 4.4 The constituent councils shall each appoint another of its elected members to act as a member of the Combined Authority in the absence of the elected member appointed under paragraph 4.2 above including where that absence is as a result of the circumstances in paragraph 4.6. The LLEP shall appoint another member of its board (who is not an elected member of a constituent council) to act as a member of the Combined Authority in the absence of the Chair of the LLEP. Individuals appointed to the Combined Authority under this paragraph 4.4 are referred to as a “substitute member”.
- 4.5 Subject to 4.6 below, each constituent council and the LLEP may at any time terminate the appointment of a member or substitute member appointed by it to the Combined Authority and the constituent council and the LLEP (as appropriate) may appoint a replacement member. Written notice must be given to the Combined Authority within one week of the change for the changeover to take effect. Changes to the member or substitute member appointed by a constituent council/the LLEP to the Combined Authority are a matter for the relevant constituent council/the LLEP and do not need to be voted on by the Combined Authority.
- 4.6 Where a member or substitute member of the Combined Authority ceases (for whatever reason) to be an elected member of the constituent council that appointed them or, in the case of the LLEP member or substitute member, ceases to be a member of the LLEP board, the member shall cease to be a member of the Combined Authority, and the relevant constituent council/LLEP shall appoint a replacement member as soon as practicable and in any event within one month from the member or substitute member ceasing to be a member of the relevant constituent council/LLEP board.
- 4.7 The Combined Authority shall, in each year, appoint a Chairman and Vice-Chairman from among its members. The appointments shall be the first business transacted at the first meeting of the Combined Authority following establishment.
- 4.8 A majority of the constituent councils will normally appoint a member to the Combined Authority at their annual general meeting in May/June of each year. The constitution of the Combined Authority will make provision for an election of a Chairman and Vice-Chairman to take place in the June following the establishment of the Combined Authority and each June thereafter (an annual election). Incumbents will be eligible for re-election.
- 4.9 A person ceases to be Chair or Vice Chair if they cease to be a member of the Combined Authority. Any vacancy must be filled at the next ordinary meeting of the Combined Authority unless such meeting is within 14 days of the vacancy arising, when it will be

the meeting following the next ordinary meeting. Where, at any meeting of the Combined Authority, the Chairman is absent, the Vice Chairman shall assume the Chairman's role for that meeting. Where the Chairman and Vice Chairman are not present or are unable to act, the Combined Authority members will elect one of the members present to preside for the meeting or part of the meeting.

- 4.10 No remuneration shall be payable by the Combined Authority to its members other than allowances for travel and subsistence. A constituent council may, on the recommendation of its independent remuneration panel, pay a special responsibility allowance to any elected member appointed by it to the Combined Authority in respect of duties and responsibilities undertaken as a member of the Combined Authority.
- 4.11 The Combined Authority may co-opt additional, non-voting representatives and further detail in respect of such co-opted representatives shall be agreed by the constituent councils and detailed within the constitution of the Combined Authority.

5A. Voting

- 5A.1 In the full spirit of partnership working the constituent councils will endeavour to reach decisions by consensus.
- 5A.2 The following will apply to any vote of the Combined Authority:-
- (a) The constituent council members of the Combined Authority shall have one vote each.
 - (b) Subject to paragraphs 5A.3 to 5A.5 below and the provisions of any enactment, all questions coming or arising before the Combined Authority shall be decided by a simple majority of the members of the Combined Authority present **and** voting.
 - (c) In the case of a tied vote on any motion or amendment, the motion or amendment shall be deemed to have been lost. The Chair of the Combined Authority (which includes any other member presiding at a meeting) shall **not** have a second or casting vote.
 - (d) On the requisition of any one member, made before the vote is taken, the voting on any matter shall be recorded so as to show how each member voted and there shall also be recorded any member abstaining from voting.
 - (e) Where any member abstains from voting then they shall be deemed to have consented to the decision of the majority such that:
 - a. in any decision with reserved status (for which see paragraph 5A.3) and where the abstaining member represents a council directly affected by the decision the matter may pass notwithstanding that the abstaining member

does not form part of the majority provided that all other directly affected councils (through their appointed member) vote in favour or abstain; and

- b. in any decision requiring unanimous support (for which see paragraph 5A.4) the abstention of a member will not prevent the matter passing provided all other members vote in support or abstain (if all members abstain the matter shall not pass).

5A.3 In recognition of the significant impact that some decisions made by the Combined Authority could have on the Combined Authority's constituent councils, and to ensure that the existing democratic mandate of each constituent council is respected and preserved, decisions concerning a number of matters will qualify for 'reserved status'. Decisions made by the Combined Authority regarding matters with 'reserved status' will require a 'special majority' in order to carry. The special majority will operate on the principle that the constituent councils who are directly affected by a decision must be a part of the deciding vote's majority for that decision to carry (unless they abstain). In practice, this will require that:

- (a) for a vote on a transport related matter, both Leicester City Council and Leicestershire County Council – as the two existing transport authorities – must form a part of the deciding vote's majority for that decision to carry. Where a transport related matter affects only the City of Leicester or only the County of Leicestershire then the relevant transport authority must form part of the deciding vote's majority.
- (b) for a vote on a planning matter (including planning for future housing and employment land provision), then the planning authority for the area or areas directly affected must form part of the deciding vote's majority for that decision to carry.
 - i. In the case of a planning matter affecting the City of Leicester then Leicester City Council must form part of the majority.
 - ii. In the case of a planning matter affecting an area of the County of Leicestershire then the relevant district council or, where the matter would be dealt with by Leicestershire County Council as a planning authority, Leicestershire County Council must form part of the majority or where the matter could be dealt with by either the relevant district council or the Leicestershire County Council then both must form part of the majority.

Where the Combined Authority establishes a committee or subcommittee then that committee can make decisions that have reserved status provided that the membership of the committee includes those constituent councils directly affected by the decision. For example a transport committee comprising Leicestershire County Council and Leicester City Council.

5A.4 Where a matter for decision (other than a transport matter) affects the entirety of the Combined Authority area then it will require unanimous support from the constituent

councils. Matters requiring unanimous support include (without limitation) the following:

- (a) Decisions relating to the creation, adoption and review of the documents listed at paragraph 8.8(a) (except 8.8(a)(iv));
- (b) Approval of the Combined Authority's annual budget including decisions on any levies (except transport levies), precepts or other demands for financial contribution from the constituent councils;
- (c) Approval of borrowing limits, Treasury Management Strategy including reserves, Investment Strategy and Capital Budget of the Combined Authority;
- (d) Approval of the Combined Authority's constitution and any changes thereto;
- (e) Adoption of any freedoms or flexibilities offered by central Government;
- (f) Future expansion of the Combined Authority's functions (including by delegation);
- (g) Approval of growth schemes set out in any adopted strategic growth plan;

5A.5 Further detail on the decisions attracting reserved status and those requiring unanimity together with relevant procedures will be included in the Combined Authority's constitution. The Combined Authority will be able to designate a decision as having reserved status and to remove reserved status in accordance with more detailed provisions in the constitution.

5A.6 The LLEP member will be a non-voting member of the Combined Authority acting as an advisor to the Combined Authority.

5B. Quorum

5B.1 The quorum of any Combined Authority meeting will only be calculated by reference to voting members of the Combined Authority.

5B.2 Subject to paragraph 5B.3, the quorum for the meeting of the Combined Authority will be six members.

5B.3 The following additional rules for quorum will apply:

- (a) Where any decision is to be taken with reserved status then the meeting will only be quorate for the purposes of that decision where the relevant constituent council(s) is present; and

- (b) Where any decision is to be taken that requires unanimous approval then the meeting will only be quorate for the purposes of that decision where all constituent councils are present.

5B.4 The quorum of any committee of the Combined Authority will be determined by the Combined Authority.

6. Administrative Arrangements

6.1 Executive arrangements (within the meaning of the Local Government Act 2000) shall not apply to the Combined Authority. However, the discharge of the functions of the Combined Authority will be subject to the scrutiny arrangements set out in section 7 below.

6.2 Decisions of the Combined Authority will be taken by the full meeting of the Combined Authority save where any committee of the Combined Authority has been established or power to take a decision has been delegated in accordance with the Combined Authority's constitution.

6.3 The Combined Authority may establish (or join/participate in as the case may be) committees, sub-structures, sub-committees and other arrangements (including a joint committee under the Local Government Act 1972) for delegating any powers and/or functions as it considers appropriate.

7. Scrutiny Arrangements

7.1 The nine constituent councils of the Combined Authority will establish a joint Overview and Scrutiny Committee to exercise scrutiny functions over the Combined Authority. Each constituent council will appoint such elected members to the joint Overview and Scrutiny Committee as are required to achieve political balance across the area of the Combined Authority. Overview and Scrutiny membership must not include a Combined Authority member or a member of the Executive of a constituent council.

7.2 The Overview and Scrutiny Committee will have the power to-

- (a) Invite Combined Authority members and officers to attend meetings and answer questions
- (b) Invite others to attend the meetings
- (c) Review or scrutinise decisions or other actions taken by the Combined Authority
- (d) Make reports or recommendations to the Combined Authority
- (e) Require that a decision that has not been implemented be reconsidered by the members of the Combined Authority

7.3 Where the Overview and Scrutiny Committee makes a report it may also publish it and require a response from the Combined Authority.

- 7.4 The notice published must give the Combined Authority two months to consider the report.

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Part 2 – Functions of the Combined Authority

8A. Introduction

- 8A.1 The prime purpose of the Combined Authority is to improve the exercise of statutory functions in relation to economic development, regeneration and transport in the Leicester/Leicestershire area leading to an improvement in the economic conditions and performance of the area including an improvement in the effectiveness and efficiency of transport.
- 8A.2 In pursuit of this prime purpose, the Combined Authority will have the functions set out in this paragraph 8 in relation to strategic economic development and transport. These include functions in relation to strategic planning policy (including the planning for future housing and employment land provision). For the avoidance of doubt, it is not intended that the Combined Authority would determine any specific planning application.
- 8A.3 The Combined Authority will exercise its powers and duties concurrently with the constituent councils (where constituent councils have the same functions). No constituent council is ceding existing functions to the Combined Authority.
- 8A.4 The constituent councils and the Combined Authority will agree operating protocols for the exercise of concurrent powers and duties by the Combined Authority. These protocols will recognise the strategic role of the Combined Authority and safeguard the role of constituent councils in local decision making and delivery.
- 8A.5 Notwithstanding the above, a constituent council and the Combined Authority may enter into arrangements under Section 101 of the Local Government Act 1972 and/or Section 9EA of the Local Government Act 2000 and the Local Authorities (Arrangements for Discharge of Functions) (England) Regulations 2012 to allow the delegation of functions from a constituent council to the Combined Authority. In all such cases, acceptance of a delegation will require a decision of the Combined Authority.

8B. Powers and Duties

The powers and duties of the Combined Authority will be as follows

8B.1 Economic Development and Regeneration

(a) *Localism Act 2011*

Such functions of the constituent councils as are exercisable for the purpose of economic development and regeneration in reliance on the general power of competence under Section 1, Localism Act 2011.

(b) *Section 99 and Section 102A, Local Transport Act 2008*

The power to promote well-being in the area of the Combined Authority.

- (c) *Section 113A, Local Democracy, Economic Development and Construction Act 2009*
The power to do anything the Combined Authority considers appropriate: for the purposes of carrying out any of its functions; purposes incidental to and/or indirectly incidental to carrying out its functions; connected to any of its functions; for a commercial purpose.
- (d) *Section 69, Local Democracy, Economic Development and Construction Act 2009*
The duty of a local authority to prepare an assessment of economic conditions in its area.
- (e) *Section 142(2), Local Government Act 1972*
The power of a local authority to arrange for the publication within their area of information relating to the functions of the authority, etc.
- (f) *Section 144, Local Government Act 1972*
The power of a local authority to encourage persons to visit their area, etc.
- (g) *Sections 15ZA, 15ZB, 15ZC, 17A, 18A, 514A and 560A, Education Act 1996 (as inserted by Part 2 of the Apprenticeships, Skills Children and Learning Act 2009)*
The duty to secure that enough suitable education and training is provided to meet the reasonable needs of 16-19 year olds, 19-25 year olds who are subject to learning difficulty assessment and persons who are subject to youth detention. The duty to co-operate with local authorities exercising these duties.
- (h) *Section 88(1)(a) and (b), Local Government Act 1985*
Power to exercise the functions under the above provisions relating to the research and collection of information whether or not a scheme is made under Section 88.

8B.2 Transport

- (a) *Leicester and Leicestershire Transport Board*
The Leicester and Leicestershire Transport Board will no longer exist and its role will be performed by the Combined Authority.
- (b) *Functions of Central Government*
The Combined Authority shall exercise any function of Central Government delegated to the Combined Authority pursuant to any order made by the Secretary of State under Section 86, Local Transport Act 2008 and/or Section 104(1)(b), Local Democracy, Economic Development and Construction Act 2009 and/or Sections 15 to 19, Localism Act 2011.
- (c) *Section 108, Section 109 and Section 112, Local Transport Act 2000*
The duty to develop and keep under review policies relating to transport in its area and to carry out its functions to implement those policies.
- (d) *Section 2, Road Traffic Reduction Act 1997*

The duty to prepare a report on the levels of local road transport and a forecast of the growth in those levels.

8C. The Combined Authority's Focus and Activities

8.8 In exercise of the above, it is proposed that the Combined Authority will focus upon strategic economic development matters (including strategic planning policy) and strategic transport matters. These matters could include (without limitation):

(a) The development and implementation of:

- i. a joint economic vision for the area of the Combined Authority which will help shape: (aa) the decision making of the Combined Authority and the constituent councils; and (bb) the continuing work of the Leicester and Leicestershire Enterprise Partnership;
- ii. a strategic growth plan looking to 2050 for the area of the Combined Authority which will provide a robust, single strategic framework for the preparation of aligned investment plans and the planning for future housing and employment land provision by the constituent councils and the Leicester and Leicestershire Enterprise Partnership;
- iii. a strategic asset management plan to identify land and assets in public sector ownership and to outline how such assets/land could be managed to unlock land for growth, reduce costs and/or create long term revenue to support economic development and inward investment;
- iv. a single strategic transport master plan for the area of the Combined Authority and associated transport infrastructure investment strategy. These documents will guide long term investment in strategic highway and public transport infrastructure up to 2050; and
- v. a long term investment strategy for the Combined Authority area to influence the future development and monitoring by the constituent councils and/or the LLEP of investment plans;
- vi. a growth deal framework to guide the future work of the LLEP in developing growth deals for the Combined Authority area;

(b) The ongoing monitoring and review of the documents referred to in (a).

(c) The Combined Authority may also exercise its functions to secure funding from regional, national and EU funders in furtherance of the aims identified in the documents at (a) and potentially become the accountable body for such funding.

Part 3 – Funding

9. Funding

- 9.1 The costs of the Combined Authority that are reasonably attributable to the exercise of its functions relating to economic development and regeneration (and any start-up costs) shall be met by the constituent councils.
- 9.2 The Combined Authority will agree an annual budget for the purpose of this expenditure.
- 9.3 The LLEP will not be required to provide funding to support the operation of the Combined Authority.

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Part 4 – Other arrangements

10. Relationship with Leicester and Leicestershire Local Enterprise Partnership and other Combined Authorities

- 10.1 A partnership between the public and private sector, the LLEP's vision is to "Create a vibrant, attractive and distinctive place with highly skilled people making Leicester and Leicestershire the destination of choice for successful businesses."
- 10.2 In addition to its non-voting membership of the Combined Authority, it is intended that the LLEP would be a lead advisory body to the Combined Authority and potentially provide leadership of particular Combined Authority projects and work streams.
- 10.3 It is recognised that the Combined Authority will need to coordinate its work closely with the equivalent Combined Authorities in neighbouring areas (including Nottinghamshire, Derbyshire, Warwickshire and the West Midlands). In particular, the Combined Authority would seek to establish arrangements with any established Combined Authorities (and Local Enterprise Partnerships) in Derbyshire and Nottinghamshire in order to ensure that effective governance can operate across the whole of this wider area.

Agenda Item 11



Council	Tuesday, 08 December 2015	Matter for Decision
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Title: Recommendations of the Independent Remuneration Panel

Author: Mark Hall, Chief Executive

1. Introduction

- 1.1 This report has been produced by the Independent Remuneration Panel (IRP) which considers and recommends to Council any and all matters that relate to members allowances. This particular report is an interim report and relates to the remuneration of the role of the Leader of the Council.

2. Recommendations

- 2.1 That the Independent Remuneration Panel takes and considers evidence in relation to the evolving responsibilities and activities of the role of Leader of the Council and reports to Council later this financial year.
- 2.2 That in the interim the Leader of the Council receives an additional payment of £1,000.

3. Information

- 3.1 The IRP is becoming increasingly conscious that the responsibilities and activities of the role of Leader of the Council are changing and appear to be increasing. There are a number of national and local factors which are causing and contributing to this which include:
- a. Combined Authorities
 - b. Devolution
 - c. Extra ordinary projects
- 3.2 The IRP recognises that due a combination of the above the Leader of the Council has experienced a significant increase in activity and responsibility this year. The IRP would now like to fully consider the wider implications of these and other potential changes.
- 3.3 The IRP is therefore proposing to take evidence and consider these and any other implications and report to Council later in the year with its recommendations.
- 3.4 In the meantime the IRP has received information in relation to some of the additional time that the Leader of the Council has spent on Council business until October 2015 and considers it reasonable to recommend

that the Council pays an additional £1,000 as an interim payment to the until further and fuller consideration can be given later in the year.

4. Financial Information

- 4.1 The role of Leader of the Council receives a fixed annual allowance of £7,310.

Agenda Item 12



Council

**Tuesday, 08
December 2015**

Matter for Decision

Title: **Review of Gambling Act Statement of Licensing Policy**

Author: **Stephen Eyre - Interim Licensing Team Leader**

1 Introduction

- 1.1 The Gambling Act 2005 ('the Act') came into force on 1 September 2007 and introduced a new regime to control all gambling.
- 1.2 Under section 349 of the Act, Licensing Authorities are required to prepare and publish a statement of principles which they intend to apply when exercising their functions under the Act. This statement of principles is referred to as the Statement of Licensing Policy ('Policy').
- 1.3 Section 349 also requires licensing authorities to review their Policy every three years. The reviewed Policy must come into force by 31 January 2016.

2 Recommendations

That the reviewed Gambling Statement of Licensing Principles is adopted.

3 Review of Statement of Licensing Principles

- 3.1 The current policy has been reviewed in accordance with national guidance issued to licensing authorities by the Gambling Commission. A draft statement of licensing policy is attached as Appendix 1.
- 3.2 Although the guidance broadly remains unchanged, there are two new areas that must be addressed within a licensing policy. These are:
 - Local risk assessments
 - Local area profile – mapping out the District's gambling premises licences and the risk they pose.
- 3.3 A paragraph requiring applicants to carry out and submit a risk assessment relating to their application has been added at Part 8 of the draft policy.
- 3.4 A profile of the licensed premises/activities within the borough of Oadby and Wigston has been inserted at Part 9 of the draft policy. Applicants will use this profile to inform their risk assessment. At the time of print there were 8 licensed premises comprising of 6 betting shops, 1 Betting (On Course) and 1 adult gaming centres.

4 Consultation

- 4.1 The Gambling Act 2005 requires all local authorities have to widely consult when reviewing their Statement.
- 4.2 The reviewed Policy was sent out for consultation for 5 weeks commencing on 10 August. The consultation was sent out both electronically by email, and where this was unavailable, sent through the post. The consultation closed on 20 September.
- 4.3 The following responses were received:
1. The Bingo Association advised that a change needed to be made in regards to the number of category B gaming machines which were allowed in Bingo premises'. The Gambling Act 2005 (Gaming Machines in Adult Gaming Centres and Bingo Premises) Order 2011 amended the number of category B machines allowed in a Bingo premises to go from 8, to Twenty Percent of the total number of machines. This amendment has been made.
 2. The Racecourse Association suggested three amendments:-
 - a. In respect of Part 8 (Local Risk Assessments) that tracks are not required to hold an operating licence if they were not providing facilities for betting themselves, as these would be provided by other operators.
 - b. In respect of Part 14 of the draft policy, was that there is already provision for racecourses to provide licensed door supervisors in some roles, and therefore the council should not impose any further provisions relating to door supervisors. This provision comes from both the Licensing Act 2003 and the Private Security Industry Act 2001.
 - c. In respect of Part 21, where the Council may impose additional conditions on Racecourses, the Council was asked to ensure that these conditions do not exceed those outlined in the Premises Licence Mandatory and Default Conditions.
 3. The Association of British Bookmakers instructed Gosschalks Solicitors to comment on their behalf. They suggested two amendments:-
 - a. In respect of Part 14 of the draft policy, it was submitted that decisions upon individual conditions to be added should not be made if there is a 'perceived need', as this is not enough. It was recommended to amend this to show that additional conditions will be added if there is evidence of a risk to the licensing objectives.
 - b. In respect of Part 18, it was recommended that the refusal of planning permission must be a matter of fact and degree in the particular circumstances of that case, if that premises is not ready to be used for gaming.
- All three suggestions have been included.
4. Ladbrokes sent a generic reply to the draft gambling policy, and there was nothing of particular relevance to Oadby and Wigston Borough Council.

5. Leicester Racecourse was approached for comment on this draft policy. They did not wish to make any comment, as they are in agreement with the comments made by the Racecourse Association.

4.4 No other comments were received.

4.5 On 1 October 2015 the Licensing Committee agreed to recommend the adoption of the policy to Council. A copy of the policy with these minor changes is attached as **Appendix 1**.

5 Approval Process

5.1 Members' confirmation is sought that the reviewed policy be approved prior to its publication in January 2016. Once the policy has been approved it must be published 4 weeks prior to it coming into effect on 31 January 2016.

Email: licensing@oadby-wigston.gov.uk

Tel: 0116 2572 637

Implications	
Equalities	A broad consultation has been undertaken on this draft policy
Financial	No direct impact.
Legal	The Council Must comply with its statutory requirement to review the Gambling Policy.
Risk	CR6 – Changes to legislation.

OADBY & WIGSTON BOROUGH COUNCIL STATEMENT OF GAMBLING POLICY 2016-2019

TU approval	Not Applicable
Committee approval	Full Council 8 December 2015
Author	Stephen Eyre Interim Licensing Team Leader
EIA	23 September 2015
Policy Version Number	1.0
Date of Policy Review	January 2019





Oadby & Wigston Borough Council Statement of Gambling Policy 2016 - 2019

Foreword

The Gambling Act has been in force since 2006 and this is 4th edition of Oadby and Wigston Borough Council's statement of Licensing Principles.

A Licensing Authority is required to prepare and publish a Statement of Licensing Policy. From inception of the Act, the Policy has aided the promotion of the main licensing objectives, these are:

1. Preventing gambling from being a source of crime and disorder, being associated with crime or disorder or being used to support crime
2. Ensuring that gambling is conducted in a fair and open way
3. Protecting children and other vulnerable persons from being harmed or exploited by gambling

The Licensing Authority has considered and evaluated the effectiveness of the previous policy and with partners has decided which elements of the Policy should be retained. A new addition to this policy is a Local Area Profile which provides an analysis of the number and location of gambling facilities within the Borough this provides a prediction of future issues that may arise.

The Policy was adopted by Full Council December 2015 following consultation with stakeholders. If the policy is reviewed in the intervening period, the Statement of Licensing Policy will remain in force until January 2019.

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PART 1: Introduction

Oadby & Wigston is the Licensing Authority under the Gambling Act 2005 (“the Act”) and this Statement of Gambling Policy is intended to meet the Council’s obligations under Section 349 of the Act. The Licensing Authority is responsible for granting a variety of permissions under the Act within the Oadby & Wigston Borough. The Licensing Authority also has a role alongside the Gambling Commission in regulating gambling within the Borough.

‘Gambling’ is defined in the Act as either gaming, betting or taking part in a lottery.

- **Gaming** means playing a game of chance for a prize
- **Betting** means making or accepting a bet on the outcome of a race, competition, or any other event; the likelihood of anything occurring or not occurring; or whether anything is true or not
- **A lottery** is where persons are required to pay in order to take part in an arrangement during the course of which one or more prizes are allocated by a process which relies wholly on chance

The Borough of Oadby & Wigston

Oadby and Wigston is a Borough Council based in South East Leicestershire which is one of the smallest in the Country in terms of both population and area. Despite this the area contains a wealth of activity and resource for people of all ages, ethnicity, and gender.

The Borough is principally a residential area which consists of 3 towns, Oadby, Wigston and South Wigston covering an area of 9 square miles (2,372 hectares). The 2011 census of the Borough showed an estimated population of 55,845 broken down as follows:-

Oadby	22,729
Wigston	25,645
South Wigston	7,471

Residents are well provided for by a wide range of shopping facilities, leisure activities by both public and private facilities with Community Colleges offering extended access to educational resources to the public.

The majority of factories and industrial buildings are located on industrial estates with a wide variety of manufacturing activity; such as hosiery, footwear, general engineering, and printing and food products.

PART 2: Declaration

In producing the statement of Gambling Policy, the Licensing Authority declares that it has regard to the licensing objectives of the Act, the guidance issued by the Gambling Commission, and any responses from those consulted on the policy statement.

It should be noted that this policy statement will not override the right of any person to make an application, make representations about an application, or apply for a review of a licence, as each will be considered on its own merits and according to the statutory requirements of the Act.

PART 3: Licensing Objectives

In exercising most of their functions the Licensing Authority will have regard to the licensing objectives as set out in section 1 of the Act.

The licensing objectives are:

- Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime
- Ensuring that gambling is conducted in a fair and open way
- Protecting children and other vulnerable persons from being harmed or exploited by gambling.

PART 4: Responsible Authorities

These are generally public bodies that must be notified of applications and who are entitled to make representations to the Licensing Authority if they are relevant to the licensing objectives.

Section 157 of the Act defines those authorities as :-

- The Gambling Commission
- The Police
- The Fire Service
- The local planning authority
- Environmental health
- HM revenue and Customs
- A licensing authority in whose area the premises is situated

In accordance with Section 157(h) the Licensing Authority designates the Leicestershire Police to advise the authority on child protection issues.

It should also be noted that applications for some types of permit will also need to be sent to some of the above authorities.

PART 5: Interested Parties

An interested party can make representations about a licence application or apply for a review of an existing licence and is defined by Section 158 of the Act as someone who:

- a) lives sufficiently close to the premises to be likely to be affected by the authorised activities, or
- b) has business interests that might be affected by the authorised activities, or
- c) represents persons in either of the two groups above (see notes below)

In determining whether someone lives sufficiently close to a particular premise so as to be affected the Licensing Authority will take into account, among other things:

- I. the size of the premises
- II. the nature of the premises

- III. the distance of the premises from the person making the representation
- IV. the nature of the complainant
- V. the potential impact of the premises

NB Interested parties can be persons who are democratically elected such as Councillors and MP's. Other than these persons, this authority will require written evidence that a person 'represents' someone who either lives sufficiently close to the premises, and/or has business interests that might be affected by the authorised activities. A letter from one of these persons requesting the representation is sufficient.

This authority will not generally view bodies such as trade associations and trade unions, and residents' and tenants' associations as interested parties unless they have a member who can be classed as one under the terms of the Gambling Act 2005 e.g. lives sufficiently close to the premises to be likely to be affected by the activities being applied for.

Each case will be decided upon its merits. This authority will not apply a rigid rule to its decision making. It will consider the examples of considerations provided in the Gambling Commission's Guidance to local authorities.

PART 6: Information Exchange

In fulfilling its functions and obligations under the Act the Licensing Authority will exchange relevant information with other regulatory bodies and will establish protocols in this respect. In exchanging such information, the Licensing Authority will conform to the requirements of data protection and freedom of information legislation in accordance with the Council's existing policies.

Details of those persons making representations will be made available to applicants to allow for negotiation and, in the event of a hearing being held, will form part of a public document. Anyone making representations or applying for the review of a premises licence will be informed that their details will be disclosed.

PART 7: Licensing Authority Functions

The main functions of the Licensing Authority are to:

- License premises for gambling activities
- Grant permits for gambling and gaming machines in clubs
- Regulate gaming and gaming machines in alcohol licensed premises
- grant permits to family entertainment centres for the use of certain lower stake gaming machines
- grant permits for prize gaming
- consider notices given for the temporary use of premises for gaming
- consider occasional use notices for betting at tracks
- register small societies lotteries
- Spread betting is regulated by The Financial Services Authority.
- Remote Gambling is dealt with by the Gambling Commission.
- The National Lottery is regulated by The National Lottery Commission.

PART 8: Local Risk Assessments

The Gambling Commissions Licence Conditions and Codes of Practice (LCCP issued February 2015) requires operators to consider local risks in their applications.

As part of the application process licensees are required to submit a local risk assessment when applying for a new premises licence. An exception to this may be Racing Tracks, as they are not required to have an operating licence unless they are providing facilities for betting themselves. An updated risk assessment must be submitted:

- When applying for a variation of a premises licence
- To take account of significant changes in local circumstances, including those identified in a licensing authority policy statement
- When there are significant changes at a licensee's premises that may affect their mitigation of local risks.

The Licensing Authority may require a licensee to share their risk assessment with the authority. The risk assessment will set out the measures the licensee has in place to address specific issues where concerns exist over new or existing risks. Adopting a proactive approach Licensing Authorities and licensees should be able to reduce the occasions on which a premises review is required.

PART 9: Local Area Profile

The following local area profile has been included to facilitate operators being able to understand the environment for the Oadby and Wigston Borough, therefore proactively alleviate risks to the licensing objectives.

Oadby and Wigston Borough Council have a total of 8 gambling premises licences.

The Breakdown

By Premises

Bingo	0
Adult Gaming Centres	1
Betting (on course)	1
Betting	6

By Location

Oadby Town Centre	1 Racecourse	2 Betting premises
Wigston Town Centre	3 Betting Premises	1 Adult Gaming Centre
South Wigston Town Centre	1 Betting premises	

In Oadby Town Centre there are 2 betting premises with 5 Primary Schools located within 5 miles, a figure which has remained consistent since the inception of the Act.

Betting premises can also be found in Wigston and the smaller community of South Wigston.

The district's only Adult Gaming Centre (AGC) is situated in Wigston Town centre and although it is close to several schools it is not felt that the premises pose a high risk to

underage gambling. Being situated close to the Council offices makes it a premises that can be regularly visited should the need arise.

Leicester Racecourse is situated alongside the A6 carriageway to Market Harborough and is only open for gambling activities on race days. Although the venue is on the whole marketed as a family venue it goes without saying that the premises will attract a larger proportion of gamblers. It is considered that under age gambling would be a low risk as younger people are more likely to be present with their parents.

Although the district has, at present, no bingo premises it must be expected that, with the increasing popularity of this pastime, there may be enough demand to make it commercially viable to build a local venue. Should this happen during the life time of this document arrangements will be made to ensure that it has a low impact on the life of the district.

During the short term it is deemed that Oadby and Wigston Borough is low risk for underage and problem gambling and although the population of the borough is set to rise significantly the focus of gambling as a leisure time pursuit will always be the larger Leicester City district.

In relation to the use of B2 or Fixed Odds betting terminals (FOBT), by licensing enforcement officers have highlighted a high level of compliance by the industry and this is backed up by the historically low, almost nil, complaints received about individual premises. Oadby and Wigston Borough will endeavour and continue to monitor and ensure high compliance levels are maintained

PART 10: Registers

The Licensing Authority keeps registers of the premises licences it has issued. They can be viewed online on the Council's web site or at the Council's offices during normal office hours 8.30am – 5pm. Copies of the register can be requested but a charge will be administered.

PART 11: General Statement of Principles

The Act provides for three categories of licence

- Operating Licences
- Personal Licences
- Premises licences

The Gambling commission will be responsible for issuing Operating Licences and Personal Licences. The Licensing Authority is responsible for issuing Premises Licences. In addition to Premises Licences the Licensing Authority is also responsible for granting permits, temporary and occasional use notices and registrations under the Act.

This Policy sets out principles that the Licensing Authority will apply when making decisions upon applications or notifications made for:-

1. Premises Licences
2. Temporary and Occasional Use Notices
3. Permits as required under the Act

4. Registrations as required under the Act

The Licensing Authority, when making decisions about Premises Licences, is required by Section 153 of the Act to aim to permit the use of premises for gambling in so far as it thinks it is:

- In accordance with any relevant code of practice issued by the Gambling Commission
- In accordance with any relevant guidance issued by the Gambling Commission
- Reasonably consistent with the licensing objectives and
- In accordance with the authority's statement of licensing policy

The Licensing Authority recognises the wide variety of premises that will require a licence or a permit. These include casinos, bingo halls, betting shops, pubs, clubs and amusement arcades.

To ensure the licensing objectives are met the Licensing Authority will establish a close working relationship with the police, the Gambling Commission and, where appropriate other responsible authorities.

This Licensing Authority will not seek to use the Act to resolve matters more readily which can be dealt with under other legislation.

The overriding principle is that each application and the circumstances prevailing at each premises will be considered on their own merits.

PART 12: Consultation

In developing this Statement the Licensing Authority has consulted with the groups set out below,

- Leicestershire Constabulary
- Representatives of the holders of the various licences for premises within the Borough who will be affected by this policy
- Persons/bodies representing the interests of persons likely to be affected by this policy
- Other responsible authorities/groups that the Licensing Authority considers appropriate.

PART 13: Period of Validity and Review

This statement of licensing policy will come into effect on 31st January 2016 and will be valid for three years.

The policy will be kept under review during the period of validity and if necessary amendments made.

Before a new policy is adopted or amendments made to the existing one the Licensing Authority will undertake consultation in accordance with Section 349 of the Gambling Act 2005.

PART 14: Conditions

The starting point in determining applications will be to grant the application without conditions. Conditions will only be considered where they are needed to meet the requirements of the licensing objectives. When considering any conditions to be attached to licences, the Licensing Authority will primarily focus on the direct impact of the activities taking place at licensed premises on members of the public living, working or engaged in normal activity in the area concerned. Premises licences are already subject to mandatory and default conditions provided by regulations issued by the Secretary of State.

Licensing authorities are able to exclude default conditions and also attach others, where it is believed to be appropriate.

Any conditions attached to licences will be proportionate and will be:

- relevant to the need to make the proposed building suitable as a gambling facility
- directly related to the premises and the type of licence applied for;
- fairly and reasonably related to the scale and type of premises: and
- Reasonable in all other respects.

Decisions upon individual conditions will be made on a case by case basis, although there will be a number of control measures this licensing authority will consider utilising should there be evidence of a risk to the licensing objectives, such as the use of door supervisors, supervision of adult gaming machines, appropriate signage for adult only areas and betting machines in licensed betting premises. The Council will not impose further conditions relating to door supervisors at a Betting Track, as they are already required by the Licensing Act 2003 and the Private Security Industry Act 2001 to provide licensed door supervisors in some roles.

The overriding principle is that each application and the circumstances prevailing at each premises will be considered on their own merits.

PART 15: Legislation and Strategies

In undertaking its licensing function under the Gambling Act 2005, the Licensing Authority is also bound by other legislation.

However, the policy is not intended to duplicate existing legislation and regulation regimes that already place obligations on employers and operators.

The Licensing Authority will seek to discharge its responsibilities identified by other national and local strategies and policies, in so far as they impact on the objectives of the licensing function. The licensing authority also recognises the importance of co-ordination and integration of the Gambling Policy with these strategies and policies.

The Licensing Authority, in undertaking its licensing function, will have due regard to the need to eliminate unlawful discrimination and to promote equality and good relations between persons of different racial groups.

PART 16: Promotion of Equality

In developing this strategy, the Licensing Authority has recognised its responsibility under the Race Relations Act 1976 (as amended), to consider the need to eliminate unlawful discrimination and to promote equal opportunity and good race relations between persons of different racial groups. This Licensing Policy therefore supports and is supported by the Licensing Authority's Multi-Cultural Aims.

The Licensing Authority also recognises that this policy should promote equality in a wider sense and has therefore assessed the potential impact on disadvantaged groups in general, as well as from a race equality perspective. It has considered and consulted with this in mind.

The following actions, which have been identified as being necessary to promote equality, and within the scope of the Act and supporting guidance, will be implemented by the Licensing Authority:

- The Licensing Policy and associated documents will be available on the internet, and in other formats upon request.
- The licensing objective of protecting children and other vulnerable persons from being harmed or exploited by gambling will be promoted.
- Support will be offered to licence applicants, licence holders and potential objectors who are socially excluded.
- Account will be taken of the effect of specific applications on community cohesion, including the need to balance the benefits of cultural and community activities with limited local disturbance.
- Action will be taken to endeavour to ensure the safety of vulnerable people in licensed premises.
- Action will be taken to ensure that all applications, particularly those for disadvantaged groups, are dealt with fairly.

The Licensing Authority is aware that there may be particular sensitivities of certain buildings, for example religious buildings, to certain gambling activities taking place in close proximity. Where this proximity has an impact on the promotion of one of the licensing objectives this is a matter for the Licensing Authority. Where the impact does not affect the promotion of the licensing objectives, there may be other control mechanisms, such as the planning system, that could be applicable.

PART 17: Disabled Access

The guidance supporting the Act advises that conditions relating to disabled access should not be attached to licences, as this would duplicate existing statutory requirements. The Licensing Authority therefore takes this opportunity to remind operators of premises of their duties under the Disability Discrimination Act 1995. This includes a duty that any person who provides a service to the public must make reasonable adjustments to any physical feature that makes it impossible or unreasonably difficult for a disabled person to access a service, or to provide the service by a reasonable alternative means.

PART 18: Relationship with Planning

When considering applications for premises licences the Licensing Authority cannot take into consideration “irrelevant matters” such as the expected ‘demand’ for facilities, the likelihood of planning permission being granted or building control approval.

An applicant can apply for a “provisional statement” if the building is not complete or if he does not yet have a right to occupy it. Such an application is however a separate and distinct process to the granting of planning permission or building control approval.

The lack of planning permission does not prevent an applicant from applying for a premises licence and does not preclude an application for a premises licence being granted. The Licensing Authority is required to consider each application on its merits.

The Gambling Commissions guidance to Licensing Authorities advises that when granting a licence the licensing authority must be satisfied that the premises are going to be ready to be used for gambling in the near future.

Where planning permission has not been obtained to use the premises for gambling the Licensing Authority must be satisfied as a matter of fact and degree in the particular circumstances of that case that the premises is not ready to be used for gaming. In such instances the Licensing Authority may feel that granting the licence would not promote the licensing objectives.

The Licensing Authority therefore recommends that when planning permission has not been obtained applicants apply for a provisional licence.

PART 19: Decision Making

The Council’s Licensing Officers will deal with all licensing applications where either no representations have been received, or where representations have been received and it is agreed by the parties that a hearing is not necessary.

A Licensing Sub-Committee of three Councillors will sit to hear applications where representations have been received from interested parties and/or Responsible Authorities. Ward Councillors will not sit on a Sub-Committee involving an application within their ward.

Where a Councillor who is a member of the Licensing Committee is making or has made representations regarding a licence on behalf of an interested party, in the interests of good governance they will disqualify themselves from any involvement in the decision making process affecting the licence in questions.

Decisions as to whether representations are irrelevant, frivolous or vexatious will be made by Council Officers, who will make the decision on whether representations or applications for licence review should be referred to the Licensing Sub-Committee. Where representations are rejected, the person making that representation will be given written reasons as to why that are the case. There is no right of appeal against a determination that representations are not admissible.

The table shown at Appendix B sets out the agreed delegation of decisions and functions to Licensing Committee, Sub-Committee and Officers.

PART 20: Promotion of Licensing Objectives

Preventing gambling from being a source of crime and disorder

The Gambling Commission will play a leading role in preventing gambling from being a source of crime and will maintain rigorous licensing procedures that aim to prevent criminals from providing facilities for gambling.

The Council places a considerable importance on the prevention of crime and disorder, and will fulfil its duty under s17 of the Crime and Disorder Act 1998 to do all it reasonably can to prevent crime and disorder in the borough. A high standard of control is therefore expected to be exercised over licensed premises.

The Council will, when determining applications, consider whether the grant of a Premises Licence will result in an increase in crime and disorder.

Applicants are encouraged to discuss the crime prevention procedures in their premises with the Council's Licensing Officers and Leicestershire Constabulary before making a formal application.

Applicants for a premises licence will have to be granted an Operating Licence by the Gambling Commission before a premises licence can be issued. Operators will already have satisfied the Gambling Commission that they have policies in place that promote the licensing objectives.

The Licensing Authority would not intend to duplicate these policies as conditions on the premises licence, but they and the responsible authorities, may wish to know how such policies will be put in place at the premises.

Where concerns about a person's suitability arise the Council will bring those concerns to the attention of the Commission.

As far as disorder is concerned, there are already powers in existing anti-social behaviour and licensing legislation to deal with measures designed to prevent nuisance, whether it arises as a result of noise from a building or from general disturbance once people have left a building. The Council does not therefore intend to use the Act to deal with general nuisance issues

The Council will only seek to address issues of disorder under the Act if the disorder amounts to activity which is more serious and disruptive than mere nuisance. A disturbance could be serious enough to constitute disorder if police assistance was required to deal with it. Another factor the Council is likely to take into account is how threatening the behaviour was to those who could see or hear it, whether those people live sufficiently close to be affected or have business interests that might be affected.

When making decisions in this regard the Licensing Authority will give due weight to any comments made by the police.

Ensuring gambling is conducted in a fair and open way

The Gambling Commission does not expect licensing authorities to become concerned with ensuring that gambling is conducted in a fair and open way. This will be a matter for either the management of the gambling business or will be in relation to the suitability and actions of an individual. Both issues will be addressed by the Commission through the operating and personal licensing regime.

Because betting track operators do not need an operating licence from the Commission the Licensing Authority may, in certain circumstances require conditions of licence to ensure that the environment in which betting takes place is suitable.

Protecting children and other vulnerable people from gambling

The access of children and young person's to those gambling premises which are adult only environments will not be permitted. The Gambling Commission has issued a number of Codes of Practices for each sector of the gaming industry in ensuring that children and young person's do not access adult only environments.

The Licensing Authority will consider whether any measures are necessary to protect children when considering whether to grant a premises licence or permit. The Licensing Authority may also wish to see evidence from the operator of how any code of practice will be complied with in respect of the premises in question.

In seeking to protect vulnerable people the licensing authority will include people who gamble more than they want to, people who gamble beyond their means, and people who may not be able to make informed or balanced decisions about gambling, perhaps due to a mental impairment, alcohol or drugs.

The Council will consult with the Leicestershire Police on any application that indicates there may be concerns over access for children or vulnerable persons

The Licensing Authority will always treat each case on its own individual merits and when considering whether specific measures are required to protect children and other vulnerable people will balance its considerations against the overall principle of aiming to permit the use of premises for gambling.

Applicants for premises licences are required to hold an operators licence granted by the Gambling Commission before trading under a premises licence. All applicants for Premises Licences will be required to set out how they will promote the licensing objectives and what measures they intend to employ to ensure compliance with them.

PART 21: Types of Licence

Casinos

There are currently no casinos operating within the Borough.

The Licensing Authority has not passed a 'no casino' resolution under Section 166 of the Gambling Act 2005, but is aware that it has the power to do so.

Should the licensing authority decide in the future to pass such a resolution, this will be a resolution of Full Council following a considered debate, and the reasons for making this resolution will be given.

There is no right of appeal against this resolution.

Adult Gaming Centres

Premises licensed as an Adult Gaming Centre are permitted to provide an unlimited amount of category D and C machines and up to 20 percent of the total machines can be category B machines. Persons under the age of 18 years old are not permitted to enter an Adult Gaming Centre. The need to protect children and vulnerable persons from harm and/or being exploited by gambling is a an important licensing objective. Before granting a

premises licence the Licensing Authority will need to be satisfied that there will be sufficient measures to ensure that under 18 year olds do not have access to the premises.

The Licensing Authority recommends that any premises licensed for gambling purposes adopts a policy of requiring proof of age from any person where there is any doubt as to whether they are over 18. The authority would suggest as best practice, that proof of age could be in the form of a passport, photographic driving licence, or a proof of age card complying with the Proof of Age Standards Scheme (PASS) launched in January 2003 by the British Retail Consortium.

As regards the protection of vulnerable persons, the licensing authority will consider measures such as the use of self-barring schemes, provision of information leaflets / helpline numbers for organisations such as GamCare.

Betting Premises (off-course)

Off course betting premises are any premises licensed to accept bets that are not situated at a track.

Children and Young persons are not permitted to enter a Betting Premises, and the Authority would need to see appropriate measures in place to be satisfied that children and young persons will not gain access to the premises.

The Licensing Authority is aware of its power to restrict the number of betting machines, their nature and the circumstances in which they are made available by attaching a licence condition to a betting premises licence or to a casino premises licence (where betting is permitted in the casino)

In the event that the Authority considers whether to impose such a condition on any particular licence it may, among other things, take into account the size of the premises, the number of counter positions available for person to person transactions, and the ability of staff to monitor the use of the machines by children and young persons or by vulnerable persons.

As regards the protection of vulnerable persons, this licensing authority will consider measures such as the use of self-barring schemes, provision of information leaflets / helpline numbers for organisations such as GamCare.

Family Entertainment Centres (licensed)

A family entertainment centre is permitted to provide any number of category C and category D machines. Category D machines can be played by children and young persons but not category C machines.

This licensing authority will specifically have regard to the need to protect children and vulnerable persons from harm or being exploited by gambling and will expect the applicant to satisfy the authority that there will be sufficient measures to ensure that under 18 year olds do not have access to the adult only gaming machine areas. It is a requirement that category C machines are segregated from D machines so that there is no access to them by children.

As regards the protection of vulnerable persons, this licensing authority will consider measures such as the use of self-barring schemes, provision of information leaflets / helpline numbers for organisations such as GamCare.

This licensing authority will, refer to the Commission's website to see any conditions that apply to operator licences covering the way in which certain areas of the premises should be delineated. This licensing authority will also make itself aware of any mandatory or default conditions on these premises licences, when they have been published.

Bingo Premises

The primary purpose of a Bingo premises licence is to permit the premises to be used for the playing of Bingo. Bingo premises are permitted to make any number of C and D machines available for use and up to 20 percent of the total machines can be category B machines.

Where children and young persons are allowed to enter premises licensed for bingo the operator must ensure that they do not participate in any gambling other than on category D machines. Where category C or above machines are available in premises to which children and young person are admitted the Licensing Authority will require that

- All such machines are located in an area of the premises separated from the remainder of the premises by a physical barrier which is effective to prevent access other than through a designated area;
- Only adults are admitted to the area where these machines are located;
- Access to the area where machines are located is supervised;
- The area where machines are located is arranged so that it can be observed by staff of the operator or the licence holder; and
- At the entrance to, and inside any such area there are prominently displayed notices indicating that access to the area is strictly prohibited to persons under 18.

The Licensing Authority will take into account guidance issued about the particular issues that licensing authorities should take into account in relation to the suitability and layout of bingo premises.

Tracks

Tracks are defined under the Act as “a horse race course, greyhound track or other premises on any part of which a race or other sporting event takes place or is intended to take place”. Examples of tracks include:

- A horse racecourse
- A greyhound track
- A point to point horse race meeting
- Football, cricket and rugby grounds
- An athletics stadium
- A golf course
- Venues hosting darts, bowls or snooker tournaments
- Premises staging boxing matches
- Sections of river hosting a fishing competition
- A motor racing event

This list is not exhaustive, but gives an example of the types of venue which could accommodate the provision of betting facilities.

There are three types of authorisation under which betting facilities may be made available at a sporting event:

- An occasional use notice
- A temporary use notice and
- A track premises licence.

Betting in relation to tracks may be provided either as on course, or off course betting. The different types of betting are explained in detail in the Guidance issued by the Gambling

Commission, and an up to date excerpt of this guidance is published at www.gamblingcommission.gov.uk.

A betting premises licence permits premises to be used for the provision of facilities for betting, whether by:

- Making or accepting bets
- Acting as a betting intermediary; or
- Providing other facilities for the making or accepting of bets.

Tracks are the only class of premises that may be subject to more than one premises licence, provided that each licence relates to a specific area of the track. This allows track venues to develop leisure facilities such as a casino and apply for a (casino) premises licence for that part of the track.

There is no special class of betting Premises Licence for a track, but the Act does contain rules which apply specifically to Premises Licences granted in respect of tracks.

Special rules apply to applicants for a Premises Licence in relation to a track. Most importantly the applicant need not hold an Operator licence. That is because, unless the occupier of the track wishes to offer pool betting (or general betting) facilities himself (for which he will need a licence) the betting that is provided upon the track will not be provided by him, but will be provided by other operators who come on-course. Since those people will require the necessary Operator Licences, the Act allows the track operator to obtain a Premises Licence without also having to hold an Operator Licence. This track Premises Licence then authorises anyone upon the premises with a valid Operator Licence to offer betting facilities.

Track premises licences are distinguished from all other premises licences because children and young persons are allowed to be present on the track while betting is taking place on those licensed premises.

Track premises that safeguard the achievement of the three licensing objectives may generally be considered fit for gambling. By using the following general principles licensing authorities can establish whether a track is fit for provision of gambling facilities:-

Licensing objective	Issues to consider	Reason to consider a track premises unfit for gambling purposes?
The protection of children and other vulnerable persons from being harmed or exploited by gambling	Tracks permit access to children.	No - Children are allowed access to tracks on race days
	Bet receipt terminals in areas where there is no supervision which would allow children or young persons to use machines undetected.	No - It is a mandatory condition of the operating licence that operators ensure that bet receipt terminals are supervised. This is not an issue for the premises licence.
	Children are allowed access to areas holding category B and C gaming machines.	It is a mandatory condition of the operating licence that operators ensure that children are not allowed access to areas where Category B and C gaming machines are provided. However, section 182 of the Act also creates a premises licence

		condition that children and young persons must be excluded from areas where any gaming machines other than Category D are located.
	Betting areas adjacent to areas where children/young persons are present such as play areas.	No - Children are allowed access to tracks on race days and so will be exposed to gambling areas. It is a mandatory condition of the operating licence that operators do not accept bets from children or young persons.
	Betting areas adjacent to areas where children/young persons are present such as play areas	The Commission considers that the location of betting does not generally pose a risk to this licensing objective. Licensing authorities may impose their own local conditions there they perceive problems.
Ensure gambling is conducted in a fair and open way	The rules of betting are not displayed on the premises.	No (not an issue at application stage) - it is a mandatory condition of the premises licence that the rules of betting are displayed.
	Unlicensed betting operators are allowed to operate on tracks.	No (not an issue at application stage) - it is a mandatory condition of the premises licence that licence holders make arrangements to ensure that they only allow licensed operators on track.
	Betting takes place out of approved hours.	No (not an issue at application stage) - it is a mandatory condition of the premises licence that betting only takes place within the specified hours.
Prevent gambling from being a source of crime and disorder	Betting is allowed in all parts of a track resulting in greater difficulties for track premises licence holders to identify instances of illegal Betting.	No - the Commission's view is that this does not generally pose a risk to this objective. Licensing authorities may impose their own conditions should they perceive a problem.
	No formal exit/entry points allowing easy access for unapproved operators and customers.	No - the Commission's view is that this does not generally pose a risk to this objective. Licensing authorities may impose their own conditions should they perceive a problem.

The Licensing Authority will take any such guidance into consideration when determining an application for a track premises licence.

Access to premises and other parts of the track

Access between premises licensed for gambling and non-gambling areas is an important local licensing consideration, for reasons such as the following:

- to prevent operators from seeking to circumvent the Act by artificially subdividing a premises and securing separate premises licences for its composite parts;
- to ensure that operators do not circumvent regulations governing the maximum number of gaming machines applicable to specific premises;
- to ensure that people who have entered a premises for one type of gambling are not exposed to another, potentially harder, form of gambling;
- to ensure that there is no direct access between gambling premises to which children have access and those which they are prohibited from entering;
- to ensure that all gambling premises have publicly accessible entrances; and
- to ensure that gambling premises are not developed in the backrooms of other commercial premises.

Access by children – special dispensation for tracks

The Act forbids all persons under 18 years old to enter premises when betting facilities are being provided, other than at tracks. This dispensation allows families to attend premises such as greyhound tracks or racecourses on event days, and children to be permitted into areas where betting facilities are provided, such as the betting ring, where betting takes place. This dispensation does not, however, apply to:

- areas within a track where category C or above machines are provided; or
- other premises to which under 18 year olds are specifically not permitted access.

Licensed betting operators at tracks are bound by their operating licence conditions which prevent them from accepting bets from persons who are under 18 years old. The track premises licence holder is also required through premises licence conditions to display a notice in a prominent place at every public entrance stating that no person under the age of 18 is permitted to bet on the premises.

There may be some specific considerations with regard to the protection of children and vulnerable persons from being harmed or exploited by gambling, the need to ensure entrances to each type of premises are distinct and that children are excluded from gambling or betting areas where they are not permitted to enter.

Children and young persons will by law be permitted to enter track areas where facilities for betting are provided on days when dog racing and/or horse racing takes place, although they are still prevented from entering areas where gaming machines (other than category D machines) are provided. The Licensing Authority will normally expect Premises Licence applicants to demonstrate suitable measures to ensure the children do not have access to adult only gambling facilities.

Appropriate measures may include:

- Proof of Age schemes
- CCTV
- Door Supervisors
- Supervision of entrances/machine areas
- Physical separation of areas
- Location of entry
- Notices/signage
- Specific opening hours
- The location of gaming machines
- Self barring schemes
- Provision of information leaflets/helpline numbers for organisations such as GamCare or Gamble Aware.

This list is not mandatory, nor exhaustive, and is merely indicative of example measures.

Betting on event and non-event days

Hours of betting on event days

Premises licence holders will be expected to comply with the mandatory and default conditions applicable to them on both event and non-event days. The licensing authority will not generally expect to re-assess a licence application as a result of a change to the dates of sporting events, but would expect applicants and licence holders to make information about sporting fixtures available as part of the application.

Significant changes to the fixture/events listing have a bearing on the licence conditions in that track premises licence holders will be expected to comply with the mandatory and default conditions applicable to them on both event and non-event days.

On days when no public sporting event is taking place on a track, gambling facilities may only be provided on the track between the hours of 7am and 10pm. Where the premises user intends to continue to offer facilities for gambling outside the proposed gambling hours on non-event days these facilities should be provided by virtue of an occasional use notice.

On non-event days, tracks become similar to licensed betting offices on the high street. Tracks may achieve this requirement by:

- locating all betting areas inside an area of the premises that is separated from the remainder of the premises by a physical barrier, thereby preventing access other than through a designated entrance;
- only admitting adults to the part of the track where betting areas are located, by establishing procedures for verifying customer ages and refusing entry to adult-only areas for those unable to produce an acceptable form of identification (and taking action where there are unlawful attempts to enter adult-only areas); and
- placing prominent notices in front of and inside each entrance stating that access to the area is prohibited to persons under 18. The Licensing authority may consider reducing the default gambling hours, providing any reduction is in line with the principles set out in section 153 of the Act.

Bet receipt terminals

Licensed operators may install bet receipt terminals on tracks. There is no restriction on the number of bet receipt terminals that may be in use but operators must, by virtue of their operating licence conditions, supervise such terminals to prevent them being used by those under 18 years of age.

There is no formal requirement on track premises licence holders to involve themselves in the procedures used by betting operators to supervise their bet receipt terminals unless specific local conditions specifying supervisory arrangements are added to the track premises licence by the licensing authority terminals.

Gaming machines

A track premises licence does not of itself entitle the holder to provide gaming machines, as this type of premises licence can be held without any corresponding operating licence. Where a track owner holds both a track premises licence and a pool betting operating licence issued by the Commission (in effect, greyhound tracks only), they may site up to four gaming machines within categories B2 to D on the track.

Some tracks may also hold a premises licence under the Licensing Act 2003. As such they will be automatically entitled under section 282 of the Act to two gaming machines of category C or D.

In such scenarios the operating licence entitlement does not take precedence, and each licence has its own requirements that must be complied with.

Applications for permits to allow additional gaming machines are not permitted where the premises is already covered by a track premises licence.

It is a condition of section 282 of the Act that alcohol-licensed premises licence holders (not necessarily the owners) must comply with any relevant provision of a code of practice under section 24 about the location and operation of a gaming machine. The gaming machine permits code of practice can be found on the Commission's website.

Where track premises licence holders possess a pool betting operating licence, the Commission places a mandatory licence condition on such operators that they must:

- have and put into effect documented policies and procedures to
- prevent underage gambling; and
- monitor the effectiveness of these.

Track administration

Administration of betting

Administrative and quasi-regulatory arrangements in place to ensure that activities held on tracks run smoothly for paying customers, track operators and betting operators are considered to be outside the remit of the Act unless they affect the licensing objectives.

The role of track premises licence holders

The responsibilities of track premises licence holders are established by the mandatory and default licence conditions attaching to their premises licence.

The licensed betting operators authorised by track owners to provide betting facilities at tracks must comply with their operating licence conditions and codes of practice issued by the Commission.

Track premises licence holders have a responsibility to report regulatory breaches or potential breaches relating to the premises itself or to betting operators.

Acceptance of bets

Track premises licences for greyhound tracks and racecourses are subject to mandatory licence conditions requiring access to be offered at the track-side to betting operators generally. This prevents track premises licence holders who are also pool betting operators from becoming a monopoly supplier of betting on tracks.

While this does not mean that there must be independent betting operators on tracks on event days, track premises licence holders cannot hold events days without at least making places available to licensed operators. This matter is the responsibility of the Gambling Commission and not the Licensing Authority.

Pool betting

Under the Act, holders of track premises licences on licensed greyhound tracks are given exclusivity to offer pool betting facilities on greyhound racing.

They may also authorise other people to conduct such pool betting on their behalf, although in all cases a relevant operating licence will be required to license this activity.

A totalisator on a licensed greyhound track will only be permitted while the public are admitted to the track for the purpose of attending greyhound races, and no other sporting

events are taking place. A mandatory condition is attached to the premises licence to this effect.

Admission of betting operators

It is a mandatory premises licence condition of track premises licences that the licence holder makes arrangements to ensure that the betting operators they admit to their track operate under valid operating licences.

Track premises licence holders are responsible for determining their own arrangements for the verification of betting operators. As part of this process, the track premises licence holder should make arrangements for ensuring that the betting operator holds an operating licence. Additionally, both parties should agree a procedure for assessing that persons accepting bets on behalf of a betting operator either themselves hold operating licences in their own right, or are employed by the operator under a written contract of employment.

Removal of illegal betting operators

Track premises licence holders are required by a mandatory licence condition to take reasonable steps to remove from the racecourse anybody found to be providing facilities for gambling without authorisation. Failure to uphold this requirement could result in action being taken against the premises licence holder.

Track premises licence holders are not expected to have proactive policies and procedures for identifying illegal gambling other than the mandatory requirement to verify that betting operators offering betting facilities on their track hold suitable operating licences.

Display of rules

It is a mandatory condition of premises licences that clear and accessible information about the terms on which a bet may be placed must be displayed at betting premises, including tracks.

The track premises licence holder should make the necessary arrangements to ensure that betting rules are accessible to all customers, regardless of which area of the track they are in. If certain areas are restricted to certain customers (such as different stands within a football ground) then rules could be displayed at various parts of the track. Other measures could be taken to ensure that they are made available to the public, such as printing them in the race-card or programme. The requirement could also be met by making a copy of the rules available in leaflet form from the main track office, and customers could be given a copy if they request one.

Betting operators offering betting facilities on racecourses and at greyhound tracks are required through the conditions of their operating licence to clearly display any of their own rules that differ from those that the track premises licence holder elects to display, and their rules concerning voids, late bets, and maximum payouts. For racecourses and greyhound tracks, the maximum payout will vary according to the rules of individual on-course operators.

Approved betting areas

Betting areas

In considering applications, the licensing authority will take into account the licensing objectives and assess whether these objectives are compromised by proposed betting arrangements. The location of betting areas (other than those for gaming machines and bet receipt terminals) is not considered a threat to the licensing objectives and therefore no additional conditions would normally be imposed by licensing authorities, unless the

circumstances are such that the Licensing Authority considers that the licensing objectives would be undermined.

Multiple licences

The Act permits a Licensing Authority to issue more than one premises licence for a track provided that each licence relates to a distinct specified area of the track (although there cannot be more than one premises licence covering the same area of the track).

This enables track owners to extend existing facilities to provide other gambling facilities such as a casino on their existing tracks, whereby these additional gambling activities are covered by separate premises licences.

Where an application is made for an additional premises licence, the Licensing Authority will consider the following matters when determining an application:

- access issues in particular whether access to the desired premises will be allowed directly from the track. Direct access between a track and other betting premises (other than a track betting shop) is not permitted. The track owner would need to make arrangements so that access to a casino or bingo hall would be via a street, not via the track itself.

Where a particular area of a track is already subject to a premises licence, and a person wishes to apply for a licence to offer another type of activity in that area, an application must be made to the licensing authority to vary the original premises licence. The new track premises licence can only be granted at the same time as, or after, the original licence has been varied.

Where the Licensing authority receives an application indicating separate betting areas that may not necessarily have clear physical boundaries, such as walls or fencing, it may grant the licence where it is satisfied that the area is clearly delineated, both in terms of making it clear to the public that they are entering a 'betting office', and to keep out persons aged under 18.

Where the licensing authority is not satisfied that a new activity in an existing area is clearly delineated, it may consider refusing the application.

Social responsibility considerations for tracks

The Act places a condition on the track premises licence that the licensee shall ensure that children and young persons are excluded from any area where facilities for betting are provided (unless on race days at racetracks and at greyhound tracks).

Travelling Fairs

A travelling fair is defined under the Act as a "fair consisting wholly or principally of the provision of amusements" and is provided "wholly or principally by persons who travel from place to place for the purpose of providing fairs".

A travelling fair meeting the statutory definition will be permitted to make one or more category D gaming machines available for use as no more than an ancillary amusement at the fair. A travelling fair can only be sited on a piece of land that has not been used for the purposes of a fair, for more than 27 days per calendar year.

The Licensing Authority will monitor pieces of land within the borough to ensure that 27 day statutory period is not exceeded in any one calendar year regardless as to whether it is the same or different travelling fairs occupying the land.

This Licensing Authority will ensure that the provision of category D machines, which are made available for use at a travelling fair, amount to no more than an ancillary amusement at the fair.

Premises Licences

In carrying out the licensing function under the Act the Licensing Authority will aim to permit the use of premises for Gambling as long as it is considered to be:-

- In accordance with any relevant Codes of Practice issued by the Gaming Commission
- In accordance with any relevant Guidance issued by the Gambling Commission
- In accordance with this Statement of Gambling Policy
- Consistent with the licensing objectives.

A premises licence can authorise the provision of facilities at the following:

- casino premises
- bingo premises
- betting premises, including betting tracks
- adult gaming centres
- family entertainment centres

Section 152 of the Gambling Act 2005 defines “Premises” to be “any place” but prevents more than one premises licence applying to any one place. A single building can be subject to more than one premises licence provided that the licences are for different parts of the building and those parts can be genuinely regarded as being different ‘premises’.

Due to concerns by the Gambling Commission that some operators may try to circumvent legislation by artificially sub-dividing premises in order to be granted separate premises licences for the same place, and thus be able to provide extra high payout machines, further guidance has been issued.

In order to ensure that operators do not attempt to circumvent the spirit of the Gambling Act the Licensing Authority will look carefully at any proposed breakdown of premises and consider the suitability of any such separation, its locations and whether it can comply with mandatory codes of practice.

The Gambling Act distinguishes between different types of premises, by doing so the intention is that the gambling activity authorised by that premises licence is the primary activity. A new operating licence conditions are now in place requiring that Casino, Bingo and Betting operators can only provide machines as an ancillary to the primary activity they are licensed for.

The Licensing Authority will consider very carefully whether applications for premises licence in respect of certain gambling premises located very close to a school, or a centre for gambling addicts should be granted in light of the third licensing objective. If an applicant for a premises licence can show how licensing objective concerns can be overcome, that will have to be taken into account. Each case will be decided on its merits, and will depend to a large extent on the type of gambling that it is proposed will be offered on the premises.

PART 22: Reviews

Once granted a premises licence may still be subject to Review proceedings if there are concerns that a premises is not promoting the licensing objectives. The Licensing Authority will carry out a review of a Premises Licence where it has received a formal application for

review in accordance with the Act. Requests for a review of a premises licence can be made by interested parties or responsible authorities,

Due consideration will be given to all relevant representations, a representation will be relevant unless they fit the following:-

- a) The grounds are frivolous;
- b) The grounds are vexatious;
- c) The grounds will not cause the Licensing Authority to revoke or suspend a licence or to remove, amend or attach conditions on the premises licence;
- d) The grounds are substantially the same as the grounds cited in a previous application relating to the same premises; or
- e) The grounds are substantially the same as representations made at the time the application for a premises licence was considered.

The licensing authority can also initiate a review of a licence on the basis of any reason which it thinks is appropriate.

PART 23: Permits and Registrations

Prize Gaming Permits

An application can be made by anyone who occupies or plans to occupy relevant premises for a Prize Gaming Permit. In the case of an individual applicant the individual must be aged over 18 years of age.

There are a number of conditions within the Act that will apply to a prize gaming permit, but the licensing authority cannot attach any further conditions.

The conditions in the Act are:

- The limits on participation fees, as set out in regulations, must be complied with;
- All chances to participate in the gaming must be allocated on the premises on which the gaming is taking place and on one day; the game must be played and completed on the day the chances are allocated; and the result of the game must be made public in the premises on the day that it is played;
- The prize for which the game is played must not exceed the amount set out in regulations (if a money prize), or the prescribed value (if non-monetary prize); and
- Participation in the gaming must not entitle the player to take part in any other gambling.

A permit can only be granted if the Licensing Authority has consulted with the chief officer of police. Any rejection will have to give the applicant an opportunity to respond both orally and in writing.

Unlicensed Family Entertainment Centres

An unlicensed family entertainment centre can provide category D machines only by virtue of a permit issued by the Licensing Authority. Children are permitted to play category D machines and such premises may need to have stringent measures in place.

The Licensing Authority will expect the applicant to show that there are policies and procedures in place to protect children from harm. Harm in this context is not limited to harm from gambling but includes wider child protection considerations. The efficiency of such policies and procedures will each be considered on their merits; however, they may

include CRB checks for staff, training covering how staff would deal with unsupervised very young children being on the premises, or children causing perceived problems on / around the premises.

Club Gaming Permits & Club Machine Permits

A Members' Club or Miners Welfare Institute may apply to the Licensing Authority for either a Club Gaming Permit or a Club Machine Permit. A commercial members club may apply for a Club Machine Permit only.

This Licensing Authority is aware that it may only refuse an application on the grounds that:

- (a) the applicant does not fulfil the requirements for a members' club, commercial members club or miners' welfare institute and therefore is not entitled to receive the type of permit for which it has applied;
- (b) the applicant's premises are used wholly or mainly by children and/or young persons;
- (c) an offence under the Act or a breach of a permit has been committed by the applicant while providing gaming facilities;
- (d) a permit held by the applicant has been cancelled in the previous ten years; or
- (e) an objection has been lodged by the Commission or the police

Both permits allow for the premises to provide up to three gaming machines of either category B, C or D to be made available and a Club Gaming permit also permits the club to provide certain types of Gaming at the premises as may be prescribed by the Secretary of State. Currently this is Bridge and Whist.

Licensed Premises Gaming Machine Permits

Premises licensed to sell alcohol for consumption on the premises without any conditions restricting the sale as an ancillary to food, are automatically entitled to have 2 gaming machines. Provided they notify the licensing authority in writing and pay the prescribed fee.

If a premises wishes to have more than 2 machines a Licensed Premises Gaming Machine Permit must be applied for. The licensing authority must consider that application based upon the licensing objectives, any guidance issued by the Gambling Commission and any relevant matters.

This licensing authority considers that "matters" will be decided on a case by case basis but generally there will be regard to the need to protect children and vulnerable persons from harm or being exploited by gambling and will expect the applicant to satisfy the authority that there will be sufficient measures to ensure that under 18 year olds do not have access to the adult only gaming machines.

As regards to the protection of vulnerable persons the applicants may wish to consider the provision of information leaflets / helpline numbers for organisations such as GamCare.

Temporary Use Notices

Part 9 of the Gambling Act 2005 allows gambling to be carried out in specified circumstances on a temporary basis, subject to a temporary use notice being served on the Licensing Authority, the Gambling Commission, the Police and HM Revenue & Customs. All these persons can raise objections having regard to the licensing objectives.

A Temporary Use Notice can only be given by the holder of an operating licence and can only authorise gambling for which that operating licence authorises. A set of premises can not be authorised for more than 21 days under Temporary Use Notices. A notice must be served not less than three months and one day before the day on which the event may begin.

The licensing authority will consider each application and the objections on their own individual merits.

Small Society Lotteries Registration

The Licensing Authority is responsible for registering small society lotteries. To be eligible to register the society must be established and conducted for charitable purposes, for the purpose of enabling participation in, or of supporting sport, athletics or a cultural activity or for any other non-commercial purpose other than that of private gain.

When receiving an application for a small lottery registration, as soon as practical it must:

- Enter the details on the register
- Notify the applicant of the registration and
- Notify the Gambling Commission of the registration

The Licensing Authority will exercise its functions under this Act in relation to lotteries in accordance with the guidance issued by the Gambling Commission, particularly the need to be satisfied that the organisation falls within the definition of a small society and may request a signed declaration from the organisation that they are bona fide non-commercial society.

PART 24: Enforcement

The Gambling Commission will take the lead role in investigation and, where appropriate, the prosecution of illegal gambling.

The Licensing Authority intends to use appropriate enforcement to promote the licensing objectives. Once licensed, it is essential that premises are monitored to ensure that they are run in accordance with the provisions of the Gambling Act, codes of practice and in compliance with any licence conditions. It will also be important to monitor the Borough for unlicensed premises.

The Licensing Authority will seek to work actively with the Gambling Commission, Leicestershire Police and other responsible authorities where appropriate in enforcing licensing legislation and intends to establish a protocol with Leicestershire Constabulary on enforcement issues to ensure an efficient deployment of police and council officers.

Enforcement activities will be targeted in terms of risk and so as best to promote the licensing objectives. In addition account will be taken of the general enforcement policy of the licensing authority, which aims to ensure that enforcement is open, fair, reasonable and proportionate.

PART 25: Complaints against Licensed Premises

The Licensing Authority will investigate complaints against licensed premises in relation to matters relating to the licensing objectives for which it has responsibility. In the first instance, complainants are encouraged to raise the complaint directly with the licence holder or business concerned to seek a local resolution.

Where an interested party has made either a valid representation about licensed premises or a valid application for a licence to be reviewed, the Licensing Authority may initially arrange a conciliation meeting to address and clarify the issues of concern.

This process will not override the right of any interested party to ask that the licensing committee consider their valid objections or for any licence holder to decline to participate in a conciliation meeting.

PART 26: Further Information

Further information about the Gambling Act 2005, this Statement of Licensing Policy, the application process, and fees, can be obtained from:-

Licensing Section
Oadby & Wigston Borough Council
Station Road
Wigston
Leicestershire
LE18 2DR

Tel: 0116 257 2637

E-Mail: licensing@oadby-wigston.gov.uk

Information is also available at

Gambling Commission
Berkshire House
168-173 High Holborn
London
WC1V 7AA

Tel: 020 7306 6219

Website: www.gamblingcommission.gov.uk

Appendix 1:
Map of the Borough of Oadby and Wigston



Appendix 2: **List of Bodies Consulted**

- Leicestershire Constabulary
- Association of British Bookmakers
- British Amusement Catering Trades Association
- Bingo Association
- British Horse Racing Board
- Working Men's Club and Institute Union
- British Beer and Pub Association
- Gamcare
- Racecourse Association
- Salvation Army
- The local Citizens Advice Bureau
- Leicestershire Partnership NHS
- Leicestershire Fire Service
- Gambling Commission
- Betfred
- Gala Leisure
- Ladbrokes
- All Betting Premises within the Borough of Oadby and Wigston
- Oadby and Wigston Borough Council Environmental Health Department
- Oadby and Wigston Borough Council Planning Department
- All Oadby and Wigston Borough Council Councillors



Council	Tuesday, 08 December 2015	Matter for Decision
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Title: **Oadby Swimming Pool site, Leicester Road, Oadby**

Author: **Adrian Thorpe (Planning Policy and Regeneration Manager)**
Anne Court (Director of Services)

1. Introduction

- 1.1 This report sets out the options open to the Council in respect of the Oadby Swimming Pool site, Leicester Road, Oadby after the swimming pool closes on Friday 11th December 2015. The Oadby Swimming Pool site consists of the swimming pool building and adjacent car park.

2. Recommendations

- 2.1 It is recommended that Members determine:

- Whether:
 - the Council disposes of the Oadby Swimming Pool site on the open market for the purposes of housing development; or,
 - seeks to retain ownership of the land in order to consider alternative options such as a 100% affordable housing scheme brought forward by either the Council / developer / registered social landlord
- Whether the Council takes on the responsibility and associated cost associated with the demolition of the swimming pool building as soon as practicable after the closure of the pool or markets the site with the swimming pool building intact with a condition of the disposal that demolition of the building begins within an agreed timescale

3. Information

- 3.1 At its meeting on 9th December 2014 Members resolved that:

‘In relation to the site of Oadby Pool, Leicester Road, Oadby, it is recommended that the Council resolves to make the land available for affordable housing development purposes in order to promote its housing priorities after it becomes vacant in 2015 and subject to the covenants as set out in paragraph 3.16’.

Land Ownership and Legal Issues

- 3.2 The site of the Oadby Swimming Pool is situated adjacent to Ellis Park and is shown on the title plan at Appendix 1. This land is presently owned by Oadby and Wigston Borough Council following a conveyance dated 21st June 1897 made between (1) John Gulson and Others and (2) The Parish Council for the Parish of Oadby.
- 3.3 The conveyance states ‘the said Rachel Ellis has agreed to give and the Council have agreed to accept the said pieces of land and hereditaments

hereafter described to be held by the Council for the benefit of the Inhabitants of the Parish of Oadby and the said Rachel Ellis has requested the said John Gulson James Ellis and Joseph Sturge to convey the same accordingly.'

- 3.4 The conveyance contains one restrictive covenant that the Council or its successors 'will not at any time hereafter permit or suffer the sale of ale wine beer or spirituous liquors on the said closes of land hereby conveyed or any buildings to be erected thereon and that any sale or sales of the said closes of land or any part thereof the purchaser or purchasers shall in his or their conveyance enter into a covenant to observe and perform this covenant.'
- 3.5 Other than the restrictive covenant, there are no restrictions on the future use of the land. The land was given for the benefit of the inhabitants of Oadby. This term could be interpreted in a number of ways for example, the actual use of the land or a capital receipt from the sale of the land that could then be re-invested for the benefit of the inhabitants of Oadby.

Demolition of the Building after Closure

- 3.6 Following the closure of the swimming pool the Council will be entitled to three month exemption from business rates. After this time the Council will be liable for paying business rates on the property. This is estimated at a cost of approximately £2,000 per month until the building is demolished. The Oadby site will be secured as soon as it is closed. The costs estimate will be provided at the meeting.
- 3.7 The Council could take the responsibility for the demolition of the swimming pool building as soon as practicable after the closure of the pool. This would be at the cost of the Council in terms of demolition and site cleanup costs and project management costs to manage the process.
- 3.8 Before the swimming pool building can be demolished appropriate permissions will be required from Planning Control and Building Control, both processes taking 8 weeks.
- 3.9 Alternatively, the Council could market the site with the swimming pool building intact but with a condition of the disposal that demolition of the building begins within an agreed timescale (e.g 3 months). The purchaser would then be responsible for demolition and site cleanup costs. It is typical that the sale price would take into account the estimate of the cost of this with a clause that the sale price would be reduced to account for any excessive costs associated with this. However, it is likely that a developer would be able to achieve the demolition and site cleanup at a more cost effective rate than it would cost the Council because it is part of the normal development process and it would be linked directly to a new development scheme. If the Council did demolish the building prior to marketing the site, then the cost of the demolition and site cleanup could be recouped from the capital receipt.

Future use of the Land

- 3.10 The report that was considered by Council on 9th December 2014 referred to the use of the land for affordable housing development purposes in order to promote the Council's housing priorities. This referred to the Council's housing priorities both in terms of the provision of affordable housing and bringing forward new housing development on brownfield land in order to meet the

Council's annual housing requirements and therefore protect Greenfield sites development.

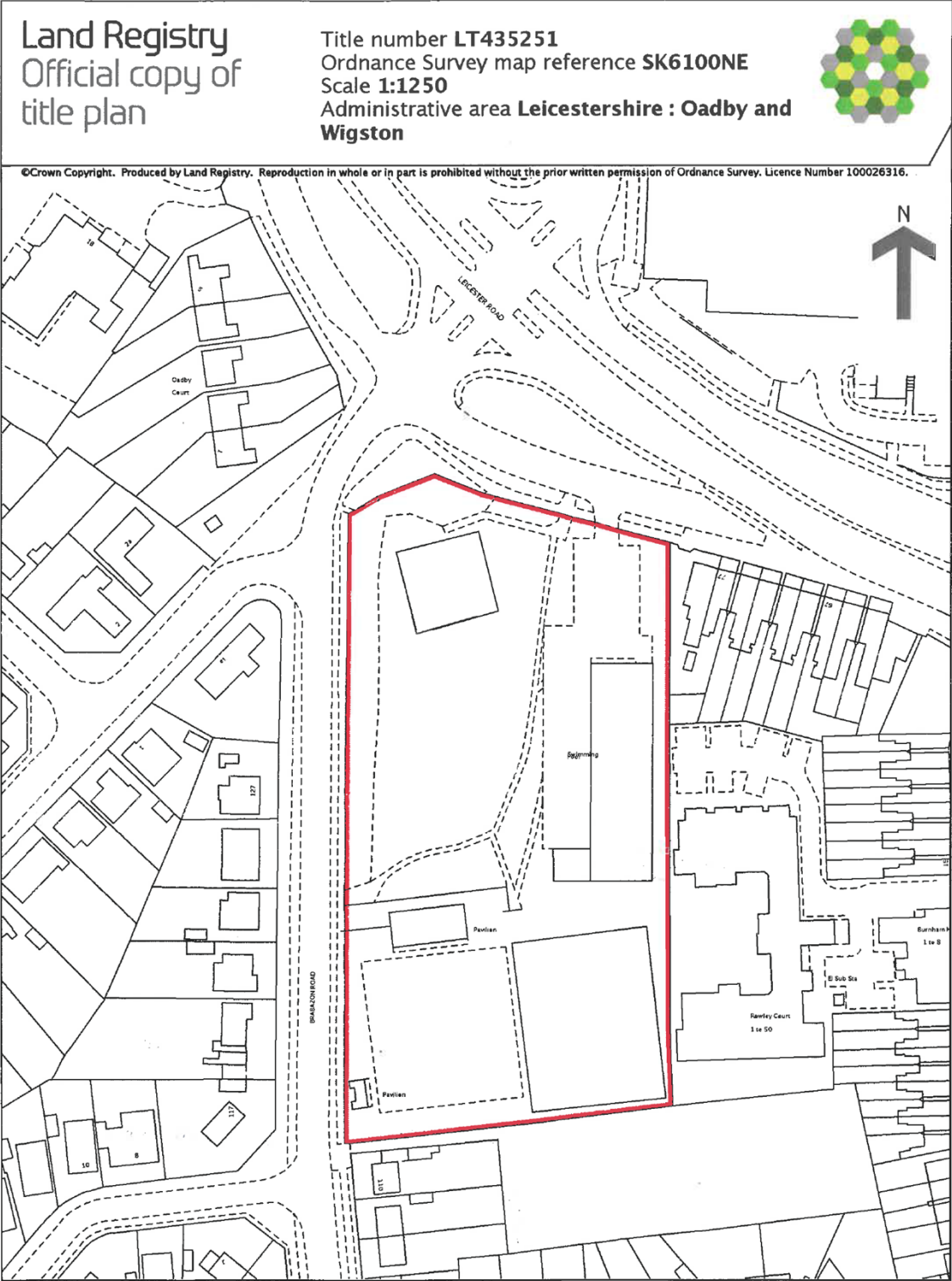
- 3.11 A Section 106 contribution towards play and open space would be generated from housing development on the site. This would enable the Council to deliver improvements to the open space, sport and recreational facilities on Ellis Park. This would be of 'benefit of the Inhabitants of Oadby' (i.e. the purpose that the land was gifted to the Council by Rachel Ellis).
- 3.12 There are various ways that affordable housing could be delivered on this site:
- A 100% affordable housing scheme brought forward by the Council
 - A 100% affordable housing scheme brought forward by a developer/registered social landlord
 - A private sector led residential scheme incorporating 30% affordable housing as required by the Local Plan for new development in Oadby
- Additionally, a housing scheme that contributes towards the meeting the housing needs of different groups in the community (e.g. older people) would contribute towards an important objective of the Council's Local Plan.
- 3.13 If the Council was minded to promote the site for a private sector led residential scheme then the site would need to be marketed on the open market. There has already been some private sector interest shown in the site (see Appendix 2).
- 3.14 A proportion of any capital receipt from the sale of the Oadby Swimming Pool site could be combined with the Section 106 contribution in order to deliver greater improvements to Ellis Park furthering the extent to which development on this site would be of 'benefit of the Inhabitants of Oadby'
- 3.15 Alternative options such as a 100% affordable housing scheme brought forward by either the Council / developer / registered social landlord could potentially be achieved but to date, no work has been undertaken in this regard. Therefore, if this option is to be pursued, it would likely result in the site standing vacant for a period of time.
- 3.16 There could also be the potential to incorporate a small portion of Ellis Park, for example, its frontage with Leicester Road, into any development scheme on the Oadby Swimming Pool site. This could make for a better scheme in terms of layout and design. It would also result in a larger capital receipt to the Council. However, this option would require further consideration in relation to planning policies and the disposal of public open space under Section 123 (1), (2a) of the Local Government Act 1972.

Email: adrian.thorpe@oadby-wigston.gov.uk

Implications	
Legal	Incorporated in the report
Financial	Incorporated in the report
Equalities	An Equalities Impact Assessment will need to be undertaken
Risk	CR1 Decreasing Financial Resources Once closed, the swimming Pool Building will become a liability to the Council until the disposal of the site or a new use is implemented. The site has the potential to generate a capital receipt to the Council. CR3 Political Dynamics

	<p>Members of the local community are interested in what use the site will be put to following the closure of the swimming pool.</p> <p>CR4 Reputation Damage</p> <p>The Council's reputation could be damaged if the site is not put to a new use in a timely manner.</p>
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Appendix 1



Agenda Item 14



Council

**Tuesday, 08
December 2015**

Matter for Decision

Title: North West Leicestershire Local Plan

**Author: Anne Court (Director of Services)
Adrian Thorpe (Planning Policy and Regeneration Manager)**

1. Introduction

- 1.1 North West Leicestershire District Council has published a draft Local Plan. This report sets out the comments of the Borough Council in relation to the Local Plan.

2. Recommendations

- 2.1 It is recommended that Members approve the comments set out in paragraphs 3.2 to 3.7 of this report as Oadby and Wigston Borough Council's formal response to the draft North West Leicestershire District Council Local Plan.

3. Information

- 3.1 North West Leicestershire District Council is preparing a new Local Plan. The Plan will cover the period to 2031 and will identify new sites for housing and employment.
- 3.2 The 2014 Strategic Housing Market Assessment which was undertaken across Leicester and Leicestershire identified an objectively assessed need of 350 new dwellings per annum in North West Leicestershire district. However, in having regard to other evidence, North West Leicestershire District Council does not believe that the Strategic Housing Market Assessment makes sufficient allowance for jobs in the storage and distribution sector in the district – in particular, a strategic rail freight interchange near to East Midlands Airport and Junction 24 of the M1 which could create 7,400 jobs. Therefore, North West Leicestershire District Council has concluded that additional housing needs to be provided to maintain the balance between jobs and homes. Consequently, the draft Local Plan makes provision for a housing requirement of 535 dwellings. This is 185 dwellings per year more than the objectively assessed need for the district identified in the Strategic Housing Market Assessment.
- 3.3 To date, the objectively assessed need identified in the Strategic Housing Market Assessment has been taken as the housing requirement for each of the councils within the Housing Market Area. For example, the current Memorandum of Understanding between Leicester and Leicestershire councils is directly based on the objectively assessed need identified in the Strategic Housing Market Assessment.
- 3.4 If the housing requirement in North West Leicestershire is to be set at a level higher than its objectively assessed need, it is important that the effect that this could have upon the objectively assessed need for other council areas within the Housing Market Area is considered and agreed under the duty to co-operate. This is because the Inspector is likely to pursue this issue as a line of

enquiry at Examination. For example, it is unlikely that all of the 7,400 jobs will be filled by people who live outside of Leicester and Leicestershire and therefore it would be expected that some of the jobs will be filled from within the Housing Market Area. If this is the case, if the housing requirement is increased in North West Leicestershire district, then it might be expected that the housing requirement would fall in other district areas within the Housing Market Area. To date, no work along these lines has been undertaken although North West Leicestershire District Council has indicated that it may be able to undertake some work to explore this issue.

- 3.5 Any future updates to the Housing Market Area wide housing and economic needs assessments would also provide an effective way to undertake such a piece of work. This would enable the issues that have led North West Leicestershire District Council to increase its housing requirement above its objectively assessed need to be considered in the context of the objectively assessed need for all of the council areas in the Housing Market Area.
- 3.6 The Strategic Housing Market Assessment also identifies affordable housing need per annum. For North West Leicestershire, this equates to about 60% of its objectively assessed need of 350 dwellings per annum and about 40% of its housing requirement of 535 dwellings per annum that is identified in the draft plan.
- 3.7 The draft plan does not consider the effect that a higher housing requirement would have on affordable housing need either within North West Leicestershire district or the wider Housing Market Area. Rather, paragraph 6.24 of the draft plan states:

'it is important to note that the affordable housing need figure identified in the Strategic Housing Market Assessment is not in any way related to or influenced by the overall housing need figure, but is simply an estimate of the need for affordable housing having regard to a range of factors including the number of emerging households, housing waiting list demand, house prices and income levels'.

- 3.8 Affordable housing, insofar as the Strategic Housing Market Assessment is concerned, has come under particular scrutiny in the Borough of Oadby and Wigston during a planning appeal relating to land at Cottage Farm, Oadby (the decision of which is currently being challenged through the Court of Appeal). The affordable housing need per annum in the Borough, which equates to 163% of the objectively assessed need of 100 dwellings per annum, is significantly different to that of North West Leicestershire district. As such, the Borough Council would wish to be assured that the approach taken by North West Leicestershire District Council in setting a housing requirement that is higher than its objectively assessed need will not increase the affordable housing need per annum in the Borough. The statement at paragraph 6.24 of the draft plan could usefully be amended in order to provide this necessary level of assurance in relation to other district areas in the Housing Market Area.

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Implications	
Legal	None
Financial	None
Equalities	None
Risk	None

Agenda Item 15



Council

**Tuesday, 08
December 2015**

**Matter for
Information**

Title: Update on Local Development Orders for Housing Development on Brownfield Land in the Borough

**Authors: Anne Court (Director of Services)
Adrian Thorpe (Planning Policy and Regeneration Manager)**

1. Introduction

- 1.1 This report provides an update on the preparation of Local Development Orders for Housing Development on Brownfield Land in the Borough.

2. Recommendations

- 2.1 It is recommended that Members:
- note the progress on the Local Development Orders and the future work programme
 - note that informal consultation will begin on Monday 14th December 2015

3. Information

Background

- 3.1 On 28th May 2015 Development Control Committee resolved to approve the recommendation to proceed with the Local Development Orders in the Borough following the receipt of a grant of £44,500 for the purpose from the Department of Communities and Local Government.
- 3.2 A Local Development Order essentially grants planning permission for types of development which the Council consider to be suitable on a site without the need for a formal planning application (in effect the permission granted would be akin to an outline planning permission).
- 3.3 Whilst the purpose of the grant is to assist the delivery of housing development on brownfield sites, other acceptable land uses can also be incorporated in the Local Development Order.
- 3.4 The Council has appointed Peter Brett Associates to assist in making the Local Development Orders relating to three sites that have already been identified in the Local Plan and/or masterplans:
- Paddock Street car park, Wigston (Town Centres Area Action Plan Policy 15 - Long Lanes)
 - East Street car park, Oadby (Town Centres Area Action Plan Policy 19 – Brooksby Square)
 - Bus Depot, Station Street, South Wigston (Saved Local Plan Employment Policy 11 and Housing Policy 12) and land at Bennett Way (South Wigston Regeneration Masterplan)

- 3.5 The Local Development Orders will assist in bringing forward development and delivering the overall regeneration of the particular sites and the wider area. This will help the Council to promote investment in the town centres and to continue delivering housing thus protecting greenfield land from development.

Current position

- 3.6 An inception meeting was held with Peter Brett Associates on 28 July 2015, this included site visits to each of the three potential Local Development Order locations. Peter Brett Associates have assimilated the planning and contextual background of the sites and carried out initial consultation with key landowners and stakeholders. These discussions were used to establish whether the Local Development Orders needed to make provision for uses other than housing. A Member briefing was held on 14 September 2015 which gave an opportunity for Members to provide their views and discuss Local Development Orders both in concept and on a site specific basis.
- 3.7 Peter Brett Associates subsequently obtained site constraint information such as utilities, ground conditions, flood risk, legal issues, highway access and planning constraints. This informed the preparation of draft plans setting out different options for each of the sites and consideration of viability to ensure that the proposals are deliverable. A further Member briefing took place on 25th November which enabled members to consider the plans and provide feedback.

Informal Consultation

- 3.8 The purpose of the informal consultation is to enable local residents and stakeholders to comment on the draft plans and options for each of the sites. prior to a subsequent statutory consultation period.
- 3.9 The informal consultation will run from Monday 14th December 2015 until Friday 22nd January 2016. It will be promoted in the winter edition of Letterbox (distributed week commencing 7th December 2015), via a press release and using other Council resources. The consultation documents will be made available on the Council's website and three consultation events are proposed as detailed below:

Date	Venue	Time
Tuesday 15 th December	Oadby Library	2.30pm - 5.45pm
Wednesday 16 th December	Blaby Road Park Pavilion South Wigston	11am - 2pm
Wednesday 16 th December	Customer Service Centre Wigston	3.30pm - 6.45pm

Next Steps

- 3.10 Following the informal consultation the plans for each site will be amended as necessary and appropriate and a draft Local Development Order for each site drawn up.
- 3.11 A four week statutory consultation period is a requirement in the preparation of Local Development Orders. It requires consultation with statutory consultees

and any person affected by the Local Development Order as per a planning application.

- 3.12 Following the consultation the Council must consider any representations and whether any modifications are required to the Local Development Order. If it is decided to proceed to adoption the Local Development Order must be adopted by resolution of the Council as Local Planning Authority.
- 3.13 In adopting the Local Development Order a LPA must send a copy of the Local Development Order, the Statement of Reasons relating to the making of that order, and any Environmental Statement (if applicable) to the Secretary of State as soon as reasonably practicable, and no later than 28 days, after the local planning authority has adopted the order.
- 3.14 The key dates will be as follows:

Date	Action
Week commencing 1/2/16	Member Briefing
22 nd February to 21 st March 2016	Statutory consultation period
14th April 2016	Development Control Committee Recommendation to adopt Local Development Orders

Email: adrian.thorpe@oadby-wigston.gov.uk

Implications	
Legal	<p>Local Development Orders remove the requirement for planning applications to be made for certain types of development. Conditions similar to those seen on a planning permission can be added and there can also be a requirement through the conditions for a Section 106 agreement if offered by a developer where a condition requires mitigation of an impact from development.</p> <p>A Local Development Order being in place does not limit a landowner or developer from submitting a planning application for development not covered by the order. This would be addressed under normal procedures.</p> <p>A Local Development Order takes precedence over any Local Plan policies for the particular sites in question if the content of the Local Development Order differs from the Local Plan policies.</p> <p>A Local Development Order can be revoked at any time.</p>
Financial	<p>The work is being funded through a grant from the Department of Communities and Local Government.</p> <p>There are no statutory fees associated with Local Development Orders which is reflective of their purpose to encourage development on a particular site, thus assisting in the delivery of housing on brownfield sites and the regeneration of key sites in the Borough.</p>

	<p>However, local authorities are able to apply their own fee schedule and this could be applicable at two main stages in the preparation and adoption of Local Development Orders as set out below:</p> <ul style="list-style-type: none"> • At the outset, the local authority can require an Enquiry Form/Proposals Form to start the process. This form could be accompanied by a fee. This fee is comparable with charges for a pre-application enquiry or a planning performance agreement. • When the developer submits the detail and to receive confirmation from the Council that the scheme complies with the Local Development Orders, this could be accompanied by a fee. This fee would be required in order for the council to consider the detail and issue a Certificate of Lawfulness or Certificate of Compliance relating to the final scheme. A Certificate of Lawfulness is half of the equivalent planning application fee. A Certificate of Compliance would be for the Council to determine.
Equalities	An Equalities Impact Assessment will be prepared as part of the work.
Risk	<p>CR1- Decreasing Financial Resources See 'Financial' comments above.</p> <p>CR9 – Economy The Local Development Order will assist in bringing forward development and delivering the overall economic regeneration of the particular sites and the wider area. This will help the Council to promote investment in the town centres and to continue delivering housing thus protecting greenfield land from development</p>

Agenda Item 16a

**MINUTES OF A MEETING OF THE OADBY RESIDENTS FORUM HELD
AT BARNABAS CENTRE, HAMBLE ROAD, OADBY ON WEDNESDAY 2
SEPTEMBER 2015, COMMENCING AT 6.30 PM.**

IN ATTENDANCE:

Councillor D Carter–Chair

Councillors:J Kaufman, D Gamble, G.Atwal

Residents in attendance: P Bliss, L Hill, Dr T Kumar, E Davidson, D Foulds, H Smith, D Needham, D Culpa, M Eglen, L Harrison, J Potts, M Worthington, H Moor, D J Burton, N Waghela, D Hudson,
H Hudson, E A Keywood, J Feber, P Coomes, M Coomes, P Ballard,

Others in Attendance: V Quintyne (OWBC), S. Ball (OWBC),S Gutteridge (Oadby Traders), G Lamb (Pride of the Borough)

Apologies:

Councillor L Darr (Mayor), Councillor S.Haq, Councillor A Bond, Z Haq, A Wood,
PC M Fenwick, G Austen, M Bates, P Bates, P Newman, H Newman

Min Ref	Narrative	Officer Respon sible		
30	<p><u>LOCAL POLICE ISSUES</u></p> <p>Due to sickness PC M Fenwick was unable to attend the meeting to update on policing figures. The Chair requested residents provide information on issues of concern which are to be forwarded to the Police. These are as follows:</p> <ul style="list-style-type: none">• Excessively loud motorcycles on the A6 every evening which can be heard in Coombe Rise and is affecting the quiet enjoyment of the whole of Oadby.• Coombe Park is seeing an array of laughing gas paraphernalia left lying around .• Unsociable drinking is taking place in Uplands Park with anti-social behaviour on the increase as the Park is not being properly locked at night.• A carrier bag containing laughing gas paraphernalia left in the Jitty between Woodfield Road and Uplands Park.• Speeding traffic in Stoughton Road.• Laughing gas canisters on Launde Road and Uplands Road. <p>The following figures below relate to PC Fenwick`s last update crime figures provided at the Resident Forum meeting of July 8th 2015.</p> <table><tr><td>Current</td><td>Previous</td></tr></table>	Current	Previous	
Current	Previous			

	<table> <tr> <td>Burglary Dwelling</td><td>22</td><td>26</td></tr> <tr> <td>BOTD</td><td>03</td><td>03</td></tr> <tr> <td>Theft from Motor Vehicle</td><td>16</td><td>15</td></tr> <tr> <td>Robbery</td><td>0</td><td>0</td></tr> <tr> <td>Criminal Damage</td><td>13</td><td>15</td></tr> </table> <p>The Chair reminded Residents that they can ring the Police Beat Team on the 101 phone number to report criminal activity. Reporting can also be done by Residents accessing the Police website, clicking the bottom banner icon to access the Beat Team. Information can also be reported by contacting Twitter and Facebook. Residents can also join in discussion via a monthly Police chat room session. There is also access to a police newsletter and a form for residents to provide information about illegal activity occurring in their area.</p>	Burglary Dwelling	22	26	BOTD	03	03	Theft from Motor Vehicle	16	15	Robbery	0	0	Criminal Damage	13	15	
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31	<p><u>LOCAL GOVERNMENT BOUNDARY COMMISSION REVIEW FOR ENGLAND</u></p> <p>The Chair informed residents that feedback obtained from the three previous Resident forum meetings formed the core of the Council's response to the English Boundary Commission on the rearranging of electoral wards in the Borough. This was in relation to the Boundary Commission recommendation that the Borough have a single Councillor representation for each division and that each division has close to 9,984 electoral voters. This is to ensure the numbers adequately reflect the interests and identities of communities and promote effective and convenient local government.</p> <p>Residents were also asked if anyone had made their own submission on line using the following web site link. http://www.leics.gov.uk/oadbyandwigston_electoral_review_proposals.pdf.</p>																
32	<p><u>OADBY TRADERS UPDATE</u></p> <p>It was reported that the Classic and Sports car show organised by Oadby Town Centre Association on Sunday 16th August was a great success. This event is to be held again on August 14th 2016. It was noted that there were no signs in place from Sandhurst Street car park to show direction to the Parade. People also need to be reminded to park in the Sandhurst Street car park and not in the East Street car park.</p> <p>The festive lights switch-on is planned for November 7th 2015. The switch-on is to coincide with the Hindu Festival of Divali. Input is to come from members of the Hindu and Muslim communities, a male voice choir and Billy Bragg's funfair.</p> <p>The Parade is to close on the Saturday afternoon and the switch-on will be at 5.15pm. It is suggested the tree lights be switched off by 5th January 2016. More details will be brought to the next Resident Forum meeting. The Farmer's Market is to be invited to sell produce.</p> <p>The Traders requested that the Residents' Forum support this year's festive event by providing £100 for insurance, £500 for the hiring of sound equipment for the day and £300 for two reindeers.</p> <p>Billy Bates fun fair is charging £400 to turn up, but will be asked if they will take £200. In total the Traders are requesting a financial underwriting of £1,000 from the Residents Forum for the festival.</p>	Council lor															

	<p>A resident queried whether the festival costs might be sponsored by shopkeepers, thereby bringing down the costs. Sam agreed to bring back a final costing for the festival to the next Residents Forum meeting and Councillor Gamble agreed to take the costing requested to the Council's Policy, Finance and Development Committee.</p> <p>Residents were asked if they agreed with the Farmers Market day being changed to a Saturday. The change of day would help to alleviate traffic congestion. The cost of a stall is currently £24.00. Leicestershire Food Links manage the Oadby Farmer's Market. The income does not cover the outlay of holding the Market.</p>	Gamble Oadby and Wigston Traders
33	<p><u>PRIDE OF THE BOROUGH</u></p> <p>The Pride of the Borough coordinates the borough's entry into East Midlands In Bloom. Previous years have seen Oadby win gold in the competition. Pride of the Borough is to hold an awards evening on the 21st September 2015 at Parklands. The award results will be shared then.</p> <p>There are currently 439 loyalty card members. New cards for 2016 will be issued from December 1st 2015. Loyalty cards can be obtained from Brocks Hill Country Park and Oadby Library.</p>	
34	<p><u>CHAIRMAN'S UPDATES INCLUDING CAPITAL PROJECTS UPDATES, REQUESTS FOR SPENDING AND UPDATE ON THE FORUM BUDGET</u></p> <p><u>Customer Services transformation</u> Customer Services transformation is concluded The opening times for Oadby Customer Services were noted to residents The Cashiers Service in the Council on Station Road, Wigston has closed</p> <p><u>Speed Activated Road Signs</u> An investment has been made in Speed Activated Road Signs in Wigston and South Wigston They are in place and can record information about speeding and encourage drivers to reduce their speed. Residents requested information on how effective these are in the reduction of speeding. Currently no data is accessible from Highways from its use to gauge the impact on decreasing speeding or reducing accidents.</p> <p><u>Ellis Park Fountain</u> The Ellis Park fountain is to be renovated to look aesthetically pleasing. No running water facility will be re-connected. The residents agreed that the fountain be kept in an aesthetically pleasing state of repair.</p> <p><u>Parklands Leisure Centre</u> The removal of two commemorative stones from Sandhurst Street School site, weighing some 50 pounds and 50 centimetres square was discussed. It was proposed that these be used between the original gateways in the fence surrounding the Poundstretcher store. Some residents expressed concern about the stones being relocated to Poundstretcher land .It was agreed to see whether the stones could be relocated to Ellis Park, depending on future developments. It was agreed to bring this back to the November 2015 Resident Forum meeting as a presentation for discussion.</p> <p><u>Burton's Corner Seats</u></p>	Veronika Quintyne

	<p>Three seats have been funded. Orders for the seats have been placed by the Council. Brookside Construction is to install the seats, complete with plaques. A litter bin is to be added which echoes the style of the seats and placed on the Parade. Paving is to be weeded. The Council Depot was contacted about the spraying of weed killer. On behalf of the Forum the Chair expressed thanks to Peter Bliss from Oadby Civic Society and Margaret Smith of Oadby and Wigston Council for their work on this development.</p> <p><u>Uplands Road Bin</u></p> <p>The Forum supported the installation of a bin on Uplands Road. It was noted that if a recycled one could be used then this would save the Council £450. Local ward councillors to discuss with residents the preferred location.</p> <p><u>Bus Shelter on Howden Road</u></p> <p>Regarding the resident query as to what criteria exists to justify the purchase of a bus shelter, the Chair drew residents attention to a hard copy of the paper title " Criteria for requesting a bus shelter" placed on seats at this meeting.</p> <p>The current process for purchasing a bus shelter is as follows. Margaret Smith liaises with the County Council on the siting of bus shelter. The Forum agrees to the funding. The Council's Policy, Finance and Development Committee ratifies it and then a final application is made to the County Council. Councillor Jeffrey Kaufman is to report back to the next meeting on the justification of a bus shelter at Howden Road.</p> <p>The previous minutes (8.7.2015) are to be amended to record residents awarded £2,000 to the Friends of Brocks Hill Conservation Project.</p> <p>A resident questioned whether Grange Country Park now belonged to the Council. The Chair again clarified that the Park was not yet officially Council owned. This is being progressed.</p>	Council lor Kaufma n
35	<p><u>ITEMS RAISED BY RESIDENTS AND SUGGESTIONS FOR FUTURE FUNDING OF ITEMS</u></p> <p>Following a resident question, a Councillor confirmed that the grey post boxes which are currently still in place will be removed by March 2016.</p> <p>It was suggested the bin near the park bench outside of ASDA be moved further down the A6 as there is a litter problem there. The ward councillor is to be requested to look into this.</p> <p>Residents identified that there are still bushes overhanging the A6. Councillors Gamble and Kaufman are to revisit the areas to check what needs to be brought to the attention of Highways for trimming. It was affirmed overhanging bushes is a County Council matter. This item is to come back to the Forum if the County Council has taken no action.</p> <p>A new Oadby swimming pool is to open at the end of November 2016. Ellis Park Pool will be flattened to avoid any vandalism. Car parking is to remain unchanged.</p> <p>A resident noted that the Pole Arnold building works appears to have</p>	<p>Council lor Bond</p> <p>Council lor Gamble</p>

<p>stopped. The building is to be turned into 17 flats. This is a change to the original planning application.</p> <p>Residents requested that ward councillors check the fencing at Burton Close car park quadrants which seems to have fallen down.</p> <p>A resident noted that in 2009 litter bins were requested for Coombe Park to be placed by the side of seats. The resident is requesting two bins. The Chair noted bins cost approximately £400 each. It was suggested that the resident speak with his ward councillor on this matter and come back to the Forum with a proposal outlining why the bins are needed and where. This can be brought back to the next Resident Forum meeting.</p> <p>A resident thanked Councillors for putting in a seat at Burton`s corner.</p> <p>A resident volunteer was thanked for power washing and painting two benches by St Peter`s Church green space.</p> <p>Bus stops on Chestnut Avenue need the bus numbers renewing. Bus stops by the Epic are used by the X3 buses. Councillor Kaufman is to take this up.</p> <p>The ward councillor brought a request from a resident for toilets be placed in Uplands Park. The ward councillor was advised to raise the issue with the relevant officers for consideration of the matter to be brought to the Service Delivery committee.</p> <p>Registering concern from a resident, the Chair noted that the Old Library Pub is undergoing renovation for alternative use as a public eating establishment. Residents can go to the Council`s website to view the planned use applied for. Planning is not for a change of use and serving of alcohol is subject to a licence application.</p> <p>The date of the next Resident Forum meeting is: Wednesday 4 November 2015 at 6.30pm. The venue is Oadby Baptist Church, Leicester Road, Oadby, LE2 5DB.</p> <p>Residents were reminded that should they wish to discuss in confidence local issues of concern before the full meeting begins at 6.30pm, there is a surgery session with; the Police and Councillors between 6pm and 6.30pm.</p>	<p>Council lor Kaufma n</p>
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Meeting closed at 20:05

**MINUTES OF A MEETING OF THE DEVELOPMENT CONTROL SUB-COMMITTEE
(ENFORCEMENT) HELD AT THE COUNCIL OFFICES, WIGSTON ON MONDAY 07
SEPTEMBER 2015 COMMENCING AT 5:30 PM**

<u>IN ATTENDANCE:</u>		
Chair - D M Carter		
COUNCILLORS:		
R E R Morris		
OFFICERS IN ATTENDANCE:		
C Forrett	S Robshaw	Miss G Ghuman

Min Ref.	Narrative	Officer Resp.
9.	APOLOGIES FOR ABSENCE	
	An apology for absence was received from Councillors L A Bentley, Mrs L M Broadley and Dr T Khong. RESOLVED THAT: Councillor D M Carter substitute for Councillor L A Bentley as Chair.	
10.	MINUTES OF THE PREVIOUS MEETING HELD ON 6 JULY 2015	
	RESOLVED THAT: That the minutes of the previous meeting of the Committee held on 6 July 2015 be taken as read, confirmed and signed.	
11.	DECLARATIONS OF INTEREST	
	Councillor R E R Morris declared an interest in respect of agenda item 6, No. 14/00158/UNAWKS insofar as the respondent lives in close proximity to him.	
12.	FORMAL NOTICES SERVED	
	The Sub-Committee gave consideration to formal notices requiring authorisation for service where a breach of planning control had not yet been resolved. These notices are set out in the report (at pages 5 - 6) and should be read together with these minutes as a composite document. The Corporate Enforcement Officer and Planning Manager gave verbal updates on those notices that had been served.	
13.	EXCLUSION OF THE PRESS AND PUBLIC	

	<p>RESOLVED THAT:</p> <p>The press and public be excluded from the remainder of the meeting in accordance with Section 100(A)(4) of the Local Government Act 1972 (Exempt Information) during consideration of the item below on the grounds that it involved the likely disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12A of the Act and the public interest in maintaining the exempt items outweighed the public interest in disclosing the information.</p>	
14.	<p>FORMAL NOTICES TO BE SERVED</p> <p>The Sub-Committee gave consideration to formal notices to be served where a breach of planning control has not yet been resolved.</p> <p>The Enforcement Officer and Planning Manager gave update on those formal notices which were expected to be served shortly.</p> <p>RESOLVED THAT:</p> <p>The report be note by Members.</p>	
15.	<p>ITEMS FOR DISCUSSION</p> <p>The Sub-Committee gave consideration to a number of cases which had been live for 90-days or more. The Sub-Committee were given verbal updates on these cases and Members determined whether they could be closed as no further action was required, or whether unresolved matters warranted them being kept open beyond the 90-day period.</p> <p>Members agreed to close several enforcement cases which had now been resolved or which did not warrant further action.</p> <p>RESOLVED THAT:</p> <p>The report be noted by Members and the following cases be closed.</p> <ul style="list-style-type: none"> • 13/00023/UNATU • 14/00140/UNAWKS • 14/00045/UNAWKS • 14/00080/COND • 14/00152/UNAWKS • 15/00053/UNATU • 13/000191/UNAUTU • 14/00171/UNAWKS • 14/00156/UNAUTU • 15/00023/UNAUTU • 13/00043/UNAWKS • 14/00088/UNAWKS • 14/00016/UNAWKS • 14/00013/UNAWKS • 13/00139/UNAWKS 	

	<ul style="list-style-type: none"> • 14/00146/UNAWKS • 13/00109/UNAWKS • 14/00181/UNAUTU • 15/00050/UNAWKS • 13/00154/UNAWKS • 15/00033/UNAWKS 	
16.	<p>LOW PRIORITY CASES</p> <p>The Sub-Committee noted the low priority cases where a breach of planning control had not yet been resolved.</p> <p>RESOLVED THAT:</p> <p>The report be noted by Members and the following cases be closed.</p> <ul style="list-style-type: none"> • 15/00065/UNAWKS • 15/0006 /UNAWKS • 15/00081/215 • 15/00075/UNAUTU • 15/00080/UNAUTU • 15/00060/UNAWKS • 15/00079/UNAWKS • 15/00076/215 • 15/00072/UNAWKS • 15/00089/UNAUTU • 15/00067/UNAWKS • 15/00085/UAWKS 	
17.	<p>CLOSED CASES</p> <p>RESOLVED THAT:</p> <p>The report be noted by Members.</p>	

The Meeting Closed at 7:10 PM

**MINUTES OF A MEETING OF THE SOUTH WIGSTON RESIDENTS FORUM HELD
AT FAIRFIELD PRIMARY SCHOOL, SCHOOL HALL, CHESHIRE DRIVE, SOUTH
WIGSTON ON WEDNESDAY 9 SEPTEMBER 2015, COMMENCING AT 7.30 P.M.**

IN ATTENDANCE:

Councillor S Morris – Chair

Councillors G Boulter , R E R Morris , J Boyce

Residents in attendance: C Walter, J Dilkes, S Marshall, P North, B Bolton, A Aliss, B Bolton, A D Headley, J Watson, L Carter, D Lacey, M Lacey, F Palmer, P Bolton, D Belton, V Sealey, V Ward, W ward, J adams, J Cooke, A Wallace, R Carter

Others in Attendance: V Quintyne (OWBC). J. Cooke (Local Peoples Programme), L Wills (Phoenix Therapies) D Cliffe (Voluntary Action Leicester), PC S. Lewin.

Apologies: A. Kind, PC C Sutherley (Police Officer), R. Elliot, R Elliot

Min Ref	Narrative	Officer Respo nsible												
28.	<p><u>LOCAL POLICING ISSUES</u></p> <p>Police Officer Lewin provided an update on crime prevention for the period since the Forum last met. This is summarised below:</p> <table><tr><th>LAST 3 MONTHS</th><th>Previous 3 Months</th></tr><tr><td>Burglary Dwelling</td><td>9 0</td></tr><tr><td>Burglary non-Dwelling</td><td>3.....0</td></tr><tr><td>Theft of Motor Vehicle</td><td>2 5</td></tr><tr><td>Theft From Motor Vehicle</td><td>2 0</td></tr><tr><td>Robbery</td><td>0 0</td></tr></table> <p>The Police provided an update on crime statistics in the area as follows: Covert and overt monitoring of speeding issues has now ceased. A Black Box was used to record speeding in the area. Speed checks will continue on an adhoc basis. There is profiling of burglaries other than housing. Break-ins on sheds and garages have increased. Some residents expressed the concern that it took police to long to investigate a car breakin.The Police explained the Service`s process for measuring response time to a crime. Councillor Boyce sits on the Police Crime Panel It was noted there is now two types of policing, community and crime investigating. He stated he would pick up with the Police the issue of managing peoples expectations on crime solving. Over the Summer there was a significant t drop in anti-social behaviour in the Blaby Park area near to South Leicester College. A large Cannabis factory was discovered in Hindustan Avenue. A resident expressed concern at cyclists going through red lights near Saffron lane. The Police are monitoring this. A resident expressed concern about cars parking at the corner of roads.</p>	LAST 3 MONTHS	Previous 3 Months	Burglary Dwelling	9 0	Burglary non-Dwelling	3.....0	Theft of Motor Vehicle	2 5	Theft From Motor Vehicle	2 0	Robbery	0 0	Council llor Boyce
LAST 3 MONTHS	Previous 3 Months													
Burglary Dwelling	9 0													
Burglary non-Dwelling	3.....0													
Theft of Motor Vehicle	2 5													
Theft From Motor Vehicle	2 0													
Robbery	0 0													

	<p>One resident asked for a presentation on the dangers cyclists faced on the roads of South Wigston.</p> <p>The Police asked residents to assist them with intelligence gathering in order to support the issue of warrants.</p> <p>On concluding the Update the Chair thanked the Police</p>	
29	<p><u>LOCAL GOVERNMENT BOUNDARY COMMISSION REVIEW FOR ENGLAND</u></p> <p>The report which the Council sent to the Boundary Commission was circulated electronically. Copies were also issued to residents at the meeting.</p> <p>The report explained that the County Council had approached the English Boundary Commission to look at recommending a new pattern of electoral voting wards across the County. This is so no Councillor would be providing support to more than 9,968 electoral voters.</p> <p>The report included suggestions and comments of all three Resident Forums to inform the proposed Boundary Commission Recommendations for ward change in this borough. The deadline for submission of comments to the Boundary Commission was 21st July 2015.</p> <p>The next reporting stage on the final recommendations will be May 5th 2016. The attached link provides information on the item. https://www.lgbce.org.uk/current-reviews/east-midlands/leicestershire/leicestershire-county-council.</p>	
30.	<p><u>PETITON ON CHANGE TO THE 49a BUS STOP</u></p> <p>Councillor Boulter reported Arriva Bus Company has decided to stop short the 49a bus service route at Kilnworth Road permanently. A petition has been started up to reverse this decision. The petition is also being posted through letterboxes. Currently 300 people have signed it. Residents were encouraged to sign the petition. The petition will be handed into the local Arriva Bus Company garage.</p> <p>This bus route covers a wide area, including Wigstan Magna. The 47 bus route is not compatible with the 49a bus route.</p> <p>The current 49a bus route is also creating traffic congestion and obstruction of driveways. County Highways services is monitoring this. The Police noted the Public can ring 101 to report traffic obstruction but the severity of these is graded before Police can take action. Residents were encouraged to make a formal complaint to Arriva to address the bus parking issues.</p> <p>The stops to the Health Centre at West Avenue and to the post office have ceased. This means a half mile walk to the next bus stop over a footbridge which is not salted in winter.</p> <p><u>Action:</u></p> <p>Councillor Sharon Morris is to email the petition form to Jessie Cooke (Conservation Volunteers Project) for circulation.</p> <p>Apart from the bus causing and obstruction motorists using the Gym in Cromwell Road are also causing an obstruction. Cars are double parking. Yellow lines are being reviewed at County Council level.</p>	<p>Council lor Sharon Morris</p>

	<p>Residents will be consulted about the placing of the yellow lines by the County Council.</p> <p><u>Action:</u></p> <p>The County Councillor is to raise the issue of buses blocking private entrances with the Arriva bus company, double parking, obstruction and having yellow lines marked out with the County Council.</p> <p>In January 2016 the post offices in Little Hill, Wigston and South Wigston are to close.</p>	County Council lor
31	<p><u>COMMUNITY CAPACITY BUILDING PRESENTATION & VOLUNTARY ACTION LEICESTER PARTNERSHIP WORKING.</u></p> <p>Jessie Cooke gave a presentation on voluntary and community work in the South Wigston Area. Residents queried why the Fairfield Estate area of south Wigston seemed to be left out when community development grants were being designated. It was explained that as parts of South Wigston were designated as Super Output Areas (SOAs) due to levels of deprivation, this is why government funds were allocated there. It was explained that the work of the Conservation Volunteer Project (Jessie Cooke) and Voluntary Action Leicester (VAL) lead by Dave Cliffe (dave.c@valonline.org.uk) now cover the whole of South Wigston including working with Fairfield Primary School.</p> <p>Residents with project ideas for Fairfield Estate were asked to contact Jessie Cooke [J.Cooke@tcv.org.uk] who leads on the Community Volunteer Project.</p> <p>On concluding the presentation the Chair thanked Jessie Cooke.</p>	
32	<p><u>SOUTH WIGSTON TRADERS UPDATES</u></p> <p>South Wigston Traders's weekend fundraiser event raised £5000 for two charities. Blaby Road is to be closed for the Christmas Capers event. Volunteers are being sought to support the Christmas Capers event. Information is to be shared on face book.</p>	
33	<p><u>CHAIRMAN'S UPDATES INCLUDING CAPITAL PROJECTS UPDATE, REQUESTS FOR SPENDING AND UPDATE ON FORUM BUDGET</u></p> <p>A paper copy of the Chairman's Budget Update Report was circulated electronically and at the meeting. The budget includes money received and spent.</p> <p>Residents requested replacement bins. A resident suggested the need for three more bins on Blaby Road. One bin on Countesthorpe Road has had the bottom eaten out by rats. It was suggested that the four bins used at Bell Street could be relocated to Blaby Road. A report is to come back to the Forum on this</p> <p>Dog bins were requested but it was stated that no one wanted them near their home. Residents were reminded that the Council was prepared to prosecute anyone allowing their dog to foul the pavements. Dog Patrollers are out in the day and the evening. A resident noted that there has been dog mess on Countesthorpe Road for the past two weeks.</p> <p>It was suggested an article could be placed in the South Wigston Community Working Group magazine on dog fouling.</p> <p>A resident suggested a Union flag be bought for the flag pole in Blaby</p>	

	<p>Road. 14 people voted in favour of its purchase and 1 against.</p> <p>Action: Check if a union flag has previously been bought for the flag pole. If not one is to be purchased.</p> <p>A resident proposed the Council get a dog poop app. This was said to be expensive to develop. The Chair is to look into the viability of this suggestion.</p> <p>£500 was awarded towards the South Wigston Working Group community newsletter. 12 people voted in favour of awarding funding to the magazine and no one voted against</p>	<p>Veronica Quintyne</p> <p>Councillor Sharon Morris</p>
34	<p><u>ITEMS RAISED BY RESIDENTS AND SUGGESTIONS FOR FUTURE ITEMS</u></p> <p><u>PHOENIX THERAPIES & TRAINING</u></p> <p>The Phoenix Therapies and Training Project requested £1,700. This was granted. This award is to provide mental health support, to help local people address negative behaviours, deal with stress in the community, reduce anti social behaviour, help people back into work and study and advertise the Project in the area. The Project has a concept similar to Weightwatchers, so people will be asked to pay £5.00 towards the service. This work is linked to Glenfield Hospital, will dovetail into local community working and support the outcomes within the Borough's Health and Wellbeing Partnership Strategy.</p> <p>The Residents Forum's next meeting will receive costings on the provision of bins on Blaby Road, information on the building of homes in Oadby and Wigston.</p> <p>The local authority is to build 90 houses a year over a two year period. This is to come to the Forum as an agenda item next year.</p> <p>The new Customer Service Centre in Bell Street officially opens October 12th 2015. There is to be some extended opening time and an official launch is to be held.</p> <p>The gutters in the Fairfield Estate need clearing. Weed killer is applied to stop them getting blocked.</p> <p>Saturday 24th October 2015 at 7.30pm The Oadby and Wigston Orchestra will be holding a classical music performance at Wigston College.</p> <p>The Chair thanked residents for attending the meeting.</p> <p>The date of the next Forum meeting is: November 10th 2015. 7.30pm till 9pm. Residents were to be reminded that should they wish to discuss issues that affect them before the full meeting begins, there is a confidential one to one surgery session with the Police and Councillors between 7.00pm and 7.30pm.</p>	

Meeting closed at 21.00

Agenda Item 16d

Oadby & Wigston Borough Council

Notes of the meeting of the Armed Forces Working Group

10th September 2015

Present: Councillors B Boulter, D Carter, S Morris, A Bond, B Fahey

1. Apologies for absence: L Eaton, R Eaton, L Darr
2. Cllr S Morris was elected Chair in the absence of Cllr L Eaton
3. Notes of previous meeting: Approved
4. Proposed Website design and content:
Some minor changes were suggested
MH to incorporate these and to then liaise with the web designers to publish the pages
5. Results of the information gathering from schools identified that there were very few (seven) children of service personnel currently at schools in the borough
6. WW1 Commemoration Updates:
 - a. Oadby Stakeholders proposal
DC made a presentation on behalf of the Stakeholders Group in relation to a proposed family day event on 2nd July 2016 which will place at Brocks Hill Country Park. A detailed discussion took place and it was agreed that the Council would support the proposal and initially commit funding of £3,000 to the event but that this should be kept under review in the light of other sources of funding being available as the WG does not want the event to fail.
 - b. Wigston
An event will take place in July 2016 when a national commemorative slab will be laid in Bell St in Wigston to mark 100 years since the VC was awarded to Sgt Boulter. The Council will coordinate this.
 - c. South Wigston
Mr C Walter has approached Cllr S Morris and would like to work with the Council and the local community to organise an event. It was agreed that MH would contact CW to discuss this with him and to organise an initial meeting.
7. Remembrance Day 2015
MH set out what events the Council was involved with which primarily focused on organising the parade and service in Wigston on 8th November and the service in Peace Park on 11th November.

**MINUTES OF A MEETING OF THE WIGSTON RESIDENTS` FORUM HELD AT THE
COUNCIL OFFICES,COUNCIL CHAMBER, STATION ROAD, WIGSTON ON TUESDAY
16 SEPTEMBER 2015 COMMENCING AT 7.30pm.**

IN ATTENDANCE:

Councillor G Boulter – Chair

Councillors: L Broadley, F Broadley, H E. Loydall, K Loydall, L.A Bentley , L Eaton, M Charles worth, M Chamberlain,

Residents In Attendance C Maes, M Brigg, L Hadilos, R Hadilos, M Hitton, P Reeves, D Foreman, M Waugh, C Cookson, D Needles, R Needles, M A Sturgeon, D Walton, A Schofield, G Schofield, G A York,

Others in Attendance: V Quintyne (OWBC), S Ball (OWBC).T. Bentley (First Responders), R.Moughton (First Responders), P Cousons (Wigston Civic Society), S Robshaw (OWBC)., PC S Lewin

Apologies:

Residents: Sue Lobb, John Lobb, Carolyn Holmes (Brocks Hill Country Park and Centre Manager), L Pires (WigstonTraders), L Blackbourn, G. Blackbourn, PC Damien Hyatt

Min Ref	Narrative	Officer Responsible																
32	<p><u>1.Local Police Issues</u></p> <p>A correction to the minutes is to show PC Damien Hyatt attended the Resident Forum meeting inn June 2015.</p> <p>PC Stephen Lewin provided the Police Feedback to residents. Crime figures were reported as follows:</p> <table><tr><td>Previous 3 Months</td><td>Last 3 Months</td></tr><tr><td>Burglary Dwelling – 7 and 7 attempts</td><td>- 5</td></tr><tr><td colspan="2">The figure is both combined as currently the Police system cannot distinguish between the two for Stats purposes)</td></tr><tr><td>Theft from Unattended Motor Vehicle – 9 -</td><td>0</td></tr><tr><td>Theft Store – 37 with 17 detected-</td><td>13</td></tr><tr><td>Robbery – 1</td><td>0</td></tr><tr><td>Making off without payment – 1-</td><td>0</td></tr><tr><td>BOTD`s.....</td><td>4</td></tr></table>	Previous 3 Months	Last 3 Months	Burglary Dwelling – 7 and 7 attempts	- 5	The figure is both combined as currently the Police system cannot distinguish between the two for Stats purposes)		Theft from Unattended Motor Vehicle – 9 -	0	Theft Store – 37 with 17 detected-	13	Robbery – 1	0	Making off without payment – 1-	0	BOTD`s.....	4	
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BOTD`s.....	4																	

	<p>Theft Other 5</p> <p>Training was provided for Macdonald's staff, plus football sessions between the young people and the Police.</p> <p>ELS Cafe is open on Friday nights supporting positive activities for young people. ELS Cafe was used in the Summer to facilitate youth Work. There is planning in place to find a permanent Youth Group location.</p> <p>Trespassing on Wigston College Patch was reported. The College is to circulate letters to parents to address this.</p> <p>Mcdonalds is working with staff to alleviate problems of anti social behaviour. The training is titled" Building Better Relationships". They are also working with the Impact Team.</p> <p>There is a Burglary Plan in place and advice is being provided to residents.</p> <p>Three people were arrested and charged with burglary in the Wigston area.</p> <p>Residents were advised to lock their sheds.</p> <p>Cycles were left unsecured in the Town Centre. Residents were advised to lock their bikes.</p> <p>It was noted that pavement parking is a County Council issue.</p> <p>In concluding the update the Police stressed residents are encouraged to contact the Police on telephone number 101 to report offending behaviour and criminal activity.</p> <p>The Chair thanked the Police Support Officers for the update.</p>	
33	<p><u>2 Local Government Boundary Commission Review for England</u></p> <p>The Community Engagement Officer explained that the County Council had approached the English Boundary Commission to look at recommending a new pattern of wards across the County so no Councillor would be providing support to on average no more than nine thousand electoral voters. The Boundary Commission was seeking feedback and comment from electoral voters on whether they agreed with recommendations to change Oadby and Wigston electoral ward divisions. This is in order to: provide what it termed "electoral equality", reflecting the interests and identities of communities and promote effective and convenient local government. It was outlined that the proposed recommendations to address County Councillor representation of electoral voter numbers, at County Council level required residents' feedback and comments. Feedback and comments were being requested from all three Resident Forums to inform the proposed Boundary Commission Recommendations. Residents were also informed they could make their own submission on the Boundary Commission Recommendations, on line using the following web site link.</p> <p>http://www.leics.gov.uk/oadbyandwigston_electoral_review_proposals.pdf</p> <p>Residents were also informed their comments would be gathered together and used to provide a Borough wide response to the Boundary Commission</p>	

	<p>Recommendations. The deadline for submission of comments to the Boundary Commission is 21st July 2015.</p> <p>It was agreed that the Community Engagement Officer would circulate a copy of the Oadby and Wigston Council submission based on the recommendations made by the Resident Forum attendees to all.</p>	<p>Veronika Quintyne</p>
34	<p><u>Consultation of residents on tree planting in Holmden Avenue</u></p> <p>Residents were consulted about the return of a number of trees to Holmden Avenue. The trees currently reside at Oadby Depot. Residents overwhelmingly are in favour of the trees being returned to the Avenue but retained in their pots.</p>	
35	<p><u>Customer Services Information Centre moves to Bell Street.</u></p> <p>The new Customer Services Centre officially opens 12th October 2015.</p>	
36	<p><u>Parking Areas on Estates</u></p> <p>There are a number of private parking areas on Little Hill and the Meadows estates. Some are kept in a messy state. At the Forum suggestions for their use were made by residents. For example they could be sold and the profits divided between the householders. The Council could issue a Section 215 Notice to enforce clean up. A charge could be placed on the property, following an initial letter being sent to the householder to clean up the land. Several complaints have been received by the Council due to the unkempt nature of some of these pieces of land. Number 7 Launceston Road was identified as an eyesore. It has been sold.</p>	
37	<p><u>Usage Figures for Bus Shelters</u></p> <p>Residents discussed the usage of bus shelters at the junction and Horswell Lane and between the Junction and Barnstable Road. Arriva have been contacted about the use of the bus stops. Arriva will support the bus shelter on Oadby Road and Horswell Lane. Three companies wish to buy bus shelter space for advertising. A contract for this would be for 20 years. The Council's Service Delivery Committee is deliberating on the funding for bus shelters and will report on this. The County Council has to be consulted with and they charge this Council a licence fee. A plan must be drawn up so a dropped curb should not be blocked. The Council must also consult with householders if a bus shelter is to be placed outside of a property. A protocol for bus shelters is being developed.</p> <p>A resident request was made for a bus shelter for Church Nook with a seat. The current one has a seat in it. Church Nook is to be further considered. The payback scheme will address refurbishment with repainting in the Spring.</p> <p>Arriva have stated the bus shelter on Paddock Street is sufficient. All shelters consist of poly carbonate sheeting. A question was raised as to whether the polycarbonate sheeting should be refurbished or replaced altogether. It was suggested that the most badly damaged bus stop be replaced. The lesser</p>	

	damaged one should be kept and be repainted.	
38	<p><u>Wigston Traders Update</u></p> <p>An update report is to come to the next meeting.</p>	
39	<p><u>Chairman`s Updates including, Capital Projects Update, Requests for spending and Update on the Forum Budget.</u></p> <p>The Chair provided a verbal update on activity and spending flowing from the Resident Forum budget.</p> <p><u>Bell Street Pedestrianisation</u></p> <p>Bell Street pedestrianisation is to be discussed at a Highways meeting in October. The blocks have been sanded but not sealed yet. A mechanical sweeper cannot be used as it sucks the sand from between the blocks. The blocks will need to be cleaned before they are sealed.</p> <p>Bags are being used inside the bins and the tops of the bins are to be replaced.</p> <p>A new sign is to go on Bell Street.</p> <p>A resident asked whether the black granite blocks on the pedestrian walkway on Bell street can be fixed into place. These blocks are being moved around by people. The Chair assured residents that once the pedestrianisation scheme is complete the blocks will be put back in place permanently. The blocks are for sitting on. European money paid for their purchase.</p> <p>Slabs have been designed to be non-slip and a lacquer is placed on them which lasts approximately nine months. The entrance will also be blocked off from traffic. Up to 10am and after 4pm only specific vehicles will be allowed access. Parking tickets are being given for non compliance. Discussion of non compliance is taking place with Harborough Council. This Council still has a four year contract with Harborough.</p> <p>The Post Office is looking at finding a trading space in Bell Street.</p> <p>The Co-op in Kelmarsh Avenue is owned by different traders to the one in Bell Street. The Council is in discussion with various businesses regarding the Co-op and Post Office premises.</p> <p>From October Pennywise will not continue to place sale items on prohibited areas of the walkway. The County Council has been requested to serve a notice on Pennywise to stop items being placed on the walkway illegally.</p> <p>Following a question, residents were assured Bushloe House is to remain in public ownership. It is a listed building.</p> <p>Heath`s Fish Shop and the arcade are owned by someone who resides in Switzerland. The butcher`s is now closed and the shutters are damaged.</p>	

	<p>Regardless of where a shop owner resides a formal enforcement notice can be followed up to clear untidy land.</p> <p>A resident raised the question as to whether Helping Hands voluntary service was still providing a service. The Chair said he would find out if this is the case. Residents were informed that money advice and support can also be accessed from The British Legion, Salvation Army. The Council does not fund the Citizens Advice service nor Helping Hands.</p> <p>A resident complemented the way in which the grass verges were being cut recently. Blaby Council has a contract to cut the grass in Oadby and Wigston.</p> <p><u>Items raised by Residents and future spends</u></p> <p>A number of residents raised the issue of a lack of meeting spaces for young people. The suggestion was for informal spaces where young people could meet, for example bespoke spaces for them to sit with built in shelter. The Chair noted the Young Peoples Forum engages with young people on such issues.</p> <p>The Europa Sports factory has been sold. Work is being done to create an imports garment business to open in January 2016.</p> <p>A suggestion was made that Birkett house could be used as a community centre as there is a need for a communal meeting point in Wigston. It was noted that the Horsewell Lane development is to provide this.</p> <p>Number 37 Newton Lane is on a list of property to be monitored. Its current state is not considered bad enough to take formal action against it. A report is being written on the basis of bringing empty property back into use. Any property empty for more than three years will be served with a notice. A resident identified that 28 Aylestone Lane was in a bad state of repair. The Council charges over 100 percent Council Tax on empty properties where the owners can be found.</p> <p>December 11th 2015 will be the last green bag collection. There is no intention to charge for green waste collections</p> <p>A sign has been put in place as to where the Christmas tree is to go.</p> <p>Wigston Civic Society produces a free newsletter. It can be accessed online from www.wigstoncivicsociety.org.uk</p> <p><u>Petition on Bus route change to the 49a</u></p> <p>409 signatures have been taken for the petition against stoppage of the bus</p>	
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	<p>service to Kenilworth Road. If this route is sustained there will be no access to the Health Centre or Tesco's .Timing will also be out for the number 47 bus. Arriva will move the service from November following consultation with the Traffic Commissioners. Four thousand petition leaflets have been circulated. These are to be returned freepost.</p> <p>The previous road works have finished. New road works will begin in half term week outside of Wigston Academy.</p> <p>The development of Wigston Swimming Pool is on schedule to finish on time. It opens in late autumn 2015.</p> <p>Following a resident query, the Chair clarified that with the demolishing of Oadby Pool, the land will still be owned by the Council and may go for the provision of housing stock.</p> <p>A scheme to be brought back to the Resident Forum re the War Memorial.</p> <p>A 24-hour bus lane to boost bus times in Oadby and reduce traffic congestion and pollution is under consultation. This trial lane brought in last November has led to a 44% drop in bus journey times between Oadby Parade and the city boundary.</p> <p>November 11th 2015 will see Remembrance services taking place in Peace Park and across Oadby and Wigston.</p> <p>Holocaust Memorial Day 2016 has been moved for health and safety reasons. The memorial date is; 26 January 2016 at 5.30pm. The venue is; the Council Office, Council Chamber, Bushloe House, Station Road, Wigston .</p> <p>Residents were reminded should they wish to discuss local issues of concern to them in confidence, before the full meeting begins, there is a surgery session with the Police, and Councillors between 6.30pm and 7.00pm.The date of the next Resident Forum meeting is: Wednesday 11 November 2015 at 7.00pm.</p>	
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The meeting closed at 8.30pm

Place Shaping Working Group Minutes Oadby and Wigston Borough Council Thursday 17 September 2015

Councillors Present:

Councillor JW Boyce (Chair)
Councillor LA Bentley
Councillor GA Boulter
Councillor DM Carter
Councillor L Darr
Councillor J Kaufman
Councillor SB Morris

Officers Present:

Adrian Thorpe	(Planning Policy and Regeneration Manager)
Anita Pathak-Mould	(Head of Communities)
Ed Morgan	(Planning Policy Officer)
Mark Hryniw	(Town Centre Manager)
Stephen Meynell	(Senior Regeneration Officer)

1. Apologies:

Councillor T Barr
Councillor Dave

2. Minutes and matters arising

- 2.1 Councillor Boyce reminded all present that this meeting is a 'confidential' discussion rather than a 'public' meeting.
- 2.2 Councillor Darr asked for an update from Officers on what is happening at No's. 12-16, The Parade, Oadby. The Town Centre Manager, Mark Hryniw, explained that as far as he was aware, a national restaurant chain is seeking to operate from the premises and that the chain has a good reputation in the other locations that it currently operates from, throughout the country.

3. Town Centre Managers Update

- 3.1 The Town Centre Manager, Mark Hryniw, summarised his briefing report and explained that overall, all three centres in the Borough are performing well in comparison to National statistics.
- 3.2 Each centre in the Borough held some really successful events that took place over the summer and therefore, each will be looking to recreate those events again next year.
- 3.3 All three centres will be holding events to mark the switching on of festive lights in the coming months. Oadby's switch on will take place on Saturday, 7 November at 17:15 pm;

Wigston's event will take place on Saturday, 28 November at 18:00 pm; and, South Wigston will have a Christmas Capers event, that will include the switch on of their festive lights, on Saturday, 5 December at 17:30 pm.

- 3.4 Councillor Boyce suggested that Town Centre Manager, Mark Hryniw, should formally invite this year's Mayor of Oadby and Wigston, Councillor L Darr, to each event.
- 3.5 Anita Pathak-Mould suggested that the new Customer Services Centre would be open on Bell Street in Wigston by then and therefore, the Town Centre Manager could liaise with them to see if the Council could be more involved in this year's proceedings.
- 3.6 It was confirmed by Mark Hryniw that all Trading Associations are involved in the events in each town.

4. Bell Street Information Boards

- 4.1 The Town Centre Manager, Mark Hryniw, summarised his briefing report to Members.
- 4.2 Mark Hryniw confirmed that in association with interested stakeholders, there are appropriate funds available to progress these boards. The signs are designed to represent Bell Street's past and significance to Wigston.
- 4.3 All Members agreed that this is worthwhile project and the Mark Hryniw should continue to work with Wigston Historical Society to ensure that the signs are installed.

5. Local Plan Update

- 5.1 Adrian Thorpe, Planning Policy and Regeneration Manager, explained the content of his briefing report to Members. The report was written to give a summary of the key issues that the Borough is facing with regards to setting its Objectively Assessed Need (OAN) and establishing what the most robust methodology will be going forwards.
- 5.2 Adrian Thorpe and Councillor Boyce explained the complexity of the methodology that sits behind the Council's OAN and all Members agreed that it is essential for the Council to work proactively and positively towards delivering sites for new development in the future.
- 5.3 Adrian Thorpe explained that the Council will be preparing a new Local Plan over the coming 2 years in a bid to adopt a new Plan by autumn 2017. To reach that target date, the Council will face resource implications in order to progress robust evidence base documents to support the delivery and adoption of the new Local Plan. For example, the Council will have to review its Affordable Housing Viability Assessment over the course of this period.
- 5.4 After lengthy discussions, it was agreed by all Members that the process should proceed as recommended.
- 5.5 Adrian Thorpe confirmed that there will be a public consultation on the new Local Plan Key Challenges (Regulation 18) Document, running between Monday, 12 October and Monday, 23 November, ending at 17:00 pm.

6. Long Lanes, Wigston Town Centre Area Action Plan (Paddock Street Car Park and surrounding area)

- 6.1 Adrian Thorpe, Planning Policy and Regeneration Manager, explained the content of his briefing report to Members. He explained that there have been some significant milestones in recent years since the adoption of the Town Centres Area Action Plan (September 2013) and that most notably, Wigston town centre (Bell Street) has benefitted from the upgrading of its public realm.
- 6.2 The Council is now preparing a Local Development Order for a site in Wigston town centre, and, there is also an Investor Prospectus for the Borough that includes a number of sites in the Borough, including that at Paddock Street Car Park.
- 6.3 Stephen Meynell, Senior Regeneration Officer, explained how a Feasibility Study would test all of the options available for this site, to allow a more informed recommendation to follow at a future meeting.
- 6.4 Councillor Bentley confirmed that he agreed that this project has real potential and could be very positive for the Borough. However, it has to fully take account of car parking, an issue that has historically always been a significant in the town. Councillor Boulter also raised concerns about car parking arrangements.
- 6.5 Councillor Boyce confirmed that all aspects should be considered and that car parking should be retained in line with Town Centre Area Action Plan Policy 16. The Council would need to retain active involvement and this will enable proactive discussions to take place on any possible redevelopment of the site.
- 6.6 It was agreed by all Members that the Feasibility Study would dictate the viability of all options for the site and until that work has been done, it is difficult to proceed further. Therefore, Councillor Boyce requested progress be made on the feasibility work and to report back to Members at their earliest opportunity with recommendations for the next steps concerning this land.
- 7. Churchill Close Estate, Oadby**
- 7.1 Councillor Boyce, Adrian Thorpe and Anita Pathak-Mould introduced this item. It was explained to Members that the Council is looking into options for this site and considering the feasibility on a range of options.
- 7.2 Councillor Boyce said that the primary objective for whatever option to be taken forward will be to ensure that it increases the long-term lifecycle of this development and all Members agreed that there may be opportunities to link any work in this area to adjoining land.
- 7.3 Anita Pathak-Mould acknowledged that the feasibility work would need to assess all options going forwards and that these options would be fed back to Members at the earliest opportunity.
- 7.4 Councillor Carter agreed that it is positive that the Council is proactively looking at the Churchill Close Estate, but he is very keen to ensure that resident car parking issues are addressed and that the safety of residents is considered as part of the options going forward.

- 7.5 Adrian Thorpe agreed with all points raised by Members and agreed that progress would be made on the feasibility work and that he would report back to Members at the earliest opportunity with recommendations for the next steps concerning this land.

8. Draft Planning Obligations Supplementary Planning Document

- 8.1 Ed Morgan, Planning Policy Officer, explained the content of his briefing report to Members. He confirmed that there will be a public consultation on the draft document, running between Monday, 12 October and Monday, 23 November, ending at 17:00 pm.
- 8.2 Councillor Kaufman suggested that Leicestershire Constabulary has rebranded and it is now known as Leicestershire Police.
- 8.3 Members agreed the recommendations of this report.

9. Economic Regeneration Strategy review Aims and Objectives

- 9.1 Stephen Meynell, Senior Regeneration Officer, explained the content of his briefing report to Members. He invited comments from Members to be submitted to either him or Judith Sturley, Senior Regeneration Officer, within the next 14 days.
- 9.2 Members agreed the recommendations of this report.

10. Any Other Business

- 10.1 None.

11. Date of Next Meeting

- 11.1 Wednesday, 2 December 2015, Committee Room, Wigston, 18:30 pm.

**MINUTES OF A MEETING OF THE POLICY, FINANCE & DEVELOPMENT
COMMITTEE HELD AT THE COUNCIL OFFICES, WIGSTON ON TUESDAY 22
SEPTEMBER 2015 COMMENCING AT 7:00 PM**

<u>IN ATTENDANCE:</u>		
Chairman - Mrs S B Morris Vice Chairman - D A Gamble		
COUNCILLORS:		
G S Atwal	E Barr	L A Bentley
J W Boyce	M L Darr	B Dave
B Fahey	K J Loydall	R E R Morris
D M Carter	Mrs H E Loydall	
OFFICERS IN ATTENDANCE:		
Mrs A Court	A Thorpe	Miss G Ghuman

Min Ref.	Narrative	Officer Resp.
24.	APOLOGIES FOR ABSENCE	
	An apology for absence was received from Councillors G A Boulter, Mrs L Eaton and J Kaufman.	
25.	APPOINTMENT OF SUBSTITUTES	
	Councillor D M Carter substituted for Councillor J Kaufman.	
26.	DECLARATIONS OF INTEREST	
	None.	
27.	MINUTES OF THE LAST MEETING HELD ON 21 JULY 2015	
	The Chair advised that Councillor L Eaton sent her apologies to the previous meeting.	
	RESOLVED THAT:	
	the minutes of the previous meeting of the Committee held on 21 July 2015, be taken as read, confirmed and signed.	
28.	PETITIONS AND DEPUTATIONS	
	The Chair advised that a late item had been received in relation to free school meals at schools within the Borough.	
	RESOLVED THAT:	
	Members suspend Standing Order 11.3 in order that the motion could	

	<p>be considered.</p> <p>Councillor H E Loydall reported the contents of the item stating that free school meals are important for a child's education and that this topic was an important issue to the residents of Oadby and as such the Council has a role in supporting the community.</p> <p>Councillor H Loydall summarised concerns outlined in the letter and requested that members of the Policy, Finance and Development Committee write to the local Member of Parliament and the Conservative Chancellor expressing this Council's serious concerns and objections to any proposals that the Government may have with regards to withdrawing free school meals.</p> <p>The Chair stated that she understood the reasons behind a good balanced meal and that she had been a school governor for over 25 years, arguing that this would jeopardise the next generation and therefore supported Councillor H E Loydall.</p> <p>A Member stated that there have not been any proposals regarding the same and that there had merely been comments to which the Leader advised that it is prudent to be pro-active rather than re-active.</p> <p>A Member advised he has worked with vulnerable children and that young people should be protected. Another Member stated that all children should be allowed to have an equal and level playing field.</p> <p>Councillor K J Loydall seconded the motion and requested a recorded vote.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>The Motion be carried.</p> <p>Councillor H E Loydall left the meeting.</p>	
29.	<p>ACTION LIST</p> <hr/> <p>RESOLVED THAT:</p> <p>The Action List be noted by Members.</p>	
30.	<p>ISA 260 ANNUAL GOVERNANCE REPORT 2014/15</p> <hr/> <p>The Committee gave consideration to the report as set out in pages 1-21 of the supplementary pack, which should be read together with these minutes as a composite document.</p> <p>John Cornett outlined the report stating that the key message is that there is an unqualified statement which provides accurate and positive assurance. He advised that the three risks identified earlier in the year have been addressed and mitigated. He advised Members that these were two standard risks with the addition of the Leisure Contract as it is a significant project. He stated that work has been conducted in relation</p>	

	<p>to the expenditure on the leisure contract and that the disclosures made are correct with no issues. He advised that some works are still outstanding for which assurance has been received that they will be done by the end of the month.</p> <p>He stated that other areas concerning value for money and use of resources has revealed no significant risks being identified as part of the audit process. With regards to cash and bank reconciliations he advised that these need to be done in a timelier manner and that the Finance Director shares these views.</p> <p>With regards to the Payroll system he advised that this currently sits with Leicestershire County Council and recommended that assurance from them should be sought yearly.</p> <p>The Chair advised Members that there have been 24 years of unqualified accounts and thanked all staff involved for their hard work.</p> <p>The Leader of the Council asked for clarification regarding the 3 separate values for the Oadby swimming pool, and asked how it would be possible to check that the valuations are appropriate and correct.</p> <p>John Cornett advised it is complex in the way it is approached. He stated the change in circumstances means there is a requirement to consider whether this is to be re-valued. Ultimately the value will go down when decommissioned, cleared land will have a different value and dependent on what planning permission is there it will have a different value (which could be based on rental revenue etc). The control that officers have is to be mindful when the use of an asset changes and what the same would be worth and ensure that they are reasonably accurate. Any value that is put on is a best/reasonable estimate.</p> <p>The Leader mentioned that Senior Management need to decide and start planning for the dates the audit need to be done by next year as in 2017-18 it will need to be done in July 2018.</p> <p>RESOLVED THAT:</p> <p>The Committee considers and accepts the content of KPMG's Annual Governance Report.</p>	
31.	<p>ANNUAL GOVERNANCE STATEMENT 2014/15</p> <p>The Committee gave consideration to the report delivered by the Chief Executive as set out in pages 17-40, which should be read together with these minutes as a composite document.</p> <p>The Chief Executive advised that he was presenting the report on behalf of the Chief Financial Officer. He advised Members that this report was previously brought to Committee in July and has been brought back to this committee with updates from the auditors.</p> <p>A Member noted page 28 of the Agenda and requested assurance that</p>	

	<p>staff are being appraised and that the process has not been stopped to which the Chief Executive advised that a system is in place and will speak to HR regarding the same.</p> <p>A Member raised a query pertaining to Member Training and the Leader advise that the East Midlands Improvement and Transformation Board does have a training programme , of which most of the training sessions tend to be free of charge.</p> <p>RESOLVED THAT:</p> <p>That the Annual Governance Statement as set out in Appendix 1 be approved and referred to the Leader of the Council and Chief Executive for formal certification.</p>	
32.	<p>TREASURY MANAGEMENT OUTTURN REPORT 2014/15</p> <p>The Committee gave consideration to the report delivered by the Chief Executive as set out in pages 41-55, which should be read together with these minutes as a composite document.</p> <p>The Chief Executive advised that he was presenting the report in the absence of the Chief Financial Officer and the Finance Manager and pointed out that the report advises that the Council has complied with the requirement to keep borrowing below the CFR in 2014/15 and that no difficulties are foreseen for the current or future years.</p> <p>RESOLVED THAT:</p> <p>The report be noted by Members.</p>	
33.	<p>STATEMENT OF ACCOUNTS 2014/15</p> <p>The Committee gave consideration to the report delivered by the Chief Executive as set out in pages 1- 145 in the supplementary pack, which should be read together with these minutes as a composite document.</p> <p>The Chief Executive advised that these are a set of unqualified accounts and stated that the recommendations made by the auditor will be implemented. He advised Members to forward any questions they may have to the Chief Financial Officer in writing and then a report will be brought back to the next meeting.</p> <p>The Leader welcomed this and stated that a report should come to the Committee meeting in October.</p> <p>RESOLVED THAT:</p> <ul style="list-style-type: none"> (1) The Committee approve the Statement of Accounts for the year 2014/15; (2) The Section 151 Officer has delegated authority to agree minor alterations to the statement as recommended by the Council's auditor. (3) The Committee approve the "Letter of Representation" to be 	

	<p>signed by the Chief Financial Officer and the Chair of the Committee following this meeting.</p> <p>(4) A report addressing the questions members have raised be brought back to the committee in October.</p>	
34.	<p>LOCAL PLAN UPDATE</p> <p>The Committee gave consideration to the report delivered by the Planning Policy and Regeneration Manager as set out in pages 56-112, which should be read together with these minutes as a composite document.</p> <p>The Planning Policy and Regeneration Manager advised Members that this report provides an update regarding the Cottage Farm appeal. He outlined the report advising Members that consultation will commence on Monday 12 October.</p> <p>RESOLVED THAT:</p> <p>Members note the report and approve the Local Plan Key Challenges document for a period of 6 weeks public consultation, commencing on Monday 12 October 2016.</p>	
35.	<p>DRAFT PLANNING OBLIGATIONS SUPPLEMENTARY PLANNING DOCUMENT</p> <p>The Committee gave consideration to the report delivered by the Planning Policy and Regeneration Manager as set out in pages 113-175, which should be read together with these minutes as a composite document.</p> <p>The Planning Policy and Regeneration Manager outlined the report stating that this report seeks approval for consultation commencing on Monday 12 October.</p> <p>RESOLVED THAT:</p> <p>Members approve the Draft Planning Obligations Supplementary Planning Document and the Draft Planning Supporting Evidence Base Document for Open Space, Sport and Recreation for a period of six weeks public consultation commencing on Monday 12 October 2015.</p>	

The Meeting Closed at 7:52 PM

Agenda Item 16h

MINUTES OF THE GREENING OF THE BOROUGH WORKING GROUP **HELD 23 September 2015**

<p><u>IN ATTENDANCE:</u></p> <p>Members</p> <p>D M Carter (Chair)</p> <p>B Boulter</p> <p>J W Boyce</p> <p>F Broadley</p> <p>Officers:</p> <p>Carolyn Holmes- Country Parks & Environment Manager (CH)</p> <p>Nick Hague – Ranger (NH) : Minute support</p>
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Min Ref	Narrative	Officer Resp
41	<p><u>APOLOGIES</u></p> <p>Councillors</p> <p>R Thakar;</p> <p>A Bond;</p> <p>S Morris</p> <p>Officers:</p> <p>Anne Court – Director of Services (AC)</p> <p>Brian Kew - Operations Manager (BK)</p>	
42.	<p><u>MINUTES</u></p> <p>Minutes of Previous Meeting on 30 June 2015 were agreed and signed as an accurate record of that meeting.</p>	
43	<p><u>MATTERS ARISING FROM PREVIOUS MINUTES</u></p> <p>Item 33: Income/options paper for Brocks Hill (BH) will be completed with the Interim Director now.</p> <p>Item 34: AC email reported regarding Crow Mills : There is £3,990 in the Crow Mill budget. Quotes received/accepted for the supply and fixing of anti vandal roof covering (similar to that installed at The Freer Centre, Willow Park Changing Rooms and Willow Park toilet block). The tiles should be delivered within the next three weeks and fixing will be by a local contractor whose quote has also been accepted. Order placed for 2 x heavy duty recycled picnic benches with legs that will be set into the ground – one to go under the picnic shelter and the other to be set into the gravel area. These are on six weeks delivery but will not be installed until the roof repairs are complete. There is also some outstanding fencing work to be completed. Total expenditure is likely to be just over £4,000. Any budget shortfall will come from park benches within the existing Parks and Open spaces budget.</p>	MS

	<p>Item 36(e) Finance approved the transfer of funds from BH to a new Greening the Borough code.</p> <p>Edith Murphy Foundation has reported they were very pleased with progress to date on the use of the previous £25,000 donation, but were unable to offer funding for the Volunteer Development project. It has been agreed to move £2,225 of the original donation to match fund the bid as a contribution towards the natural history element of the project that HLF requested, as this meets the original steer from Edith Murphy Trust.</p> <p>The current Assistant Ranger has been served notice as it is the end of the contract. This will allow a stage break between the two volunteering support roles. Activity will be maintained in the interim by the Ranger with work on sites already planned. Awaiting HLF approval for advert to be placed – expected first thing on the 24th, so will be placed this weekend.</p> <p>CH looked at Trusts for funding as advised by members last meeting, but local authorities are not able to apply.</p> <p>Item 38: Regarding the cafe, AC advised in an email that the Interim Director is proceeding with the cafe procurement as part of the business plan working with CH. Discussion followed around the cafe procurement and members requested prior to any developments around tenders, options be brought to members for their discussion and agreement on a future approach. This would then need to go to PFD.</p> <p>CH advised that catering contracts need to have flexibility as the Chamber of Commerce had approached BH for their weekly breakfast meeting, but the cafe could not accommodate early catering. Further the Scouts Association want to use BH for their Centenary event 2016, but with outside catering. CH will seek approval from SMT as it would be a showcase event to host</p>	<p>AC/Steve Beard/CH</p> <p>CH</p>
<p>44.</p>	<p>GREENING OF THE BOROUGH MAJOR PROJECTS REPORT – AGENDA ITEM 4</p> <p>Social Media: Current following of the BH page is now 1895.</p> <p>Pochins Bridge: Meadows cut today</p> <p>South Wigston Strategic Support and residents projects: NH attending meeting with VAL and groups interested in the project led by Dawn Bevin.</p> <p>Regarding Phoenix Therapy link to VAL, members raised support from the South Wigston Forum needs progressing. CH to liaise with Veronika Quintyne.</p> <p>Clifton Bridge: Work progressing with volunteers in the coming month. Grant from LCC to be drawn down ASAP.</p> <p>Brocks Hill Updates: Discussion around the renewal of the permissive right of access across Jelson Land by Tendring Drive and legal fees and issues. Members agreed an over spend on the BH codes this year to put this in place. Realignment will be needed in future years where legal fees are incurred.</p>	<p>CH</p> <p>CH</p> <p>CH</p>

	<p>Theatre performances generated just over £1,000 income for BH and lessons were learnt on hosting performances. Proceeding with capital works at BH for the conservatory.</p> <p>Trees Across the Borough:</p> <p>Members asked that any strategy be holistic in approach covering planning, development control, and biodiversity, as well as community issues. CH advised she believed this was the brief, but had not heard anything further since the initial meetings with the consultants.</p> <p>Income: Members requested adjustment to the presentation of the additional external funding and new income streams attracted (inserted below).</p> <table border="1"> <thead> <tr> <th></th><th>2014/15 £</th><th>2013/14 £</th></tr> </thead> <tbody> <tr> <td>BH - External Funding includes stewardship income, 106 and waste bid money</td><td>£116,672.00</td><td>£29,249.00</td></tr> <tr> <td>SUB TOTAL EXTERNAL INCOME ATTRACTED</td><td>£116,672.00</td><td>£29,249.00</td></tr> <tr> <td>BH - Contribution includes money from Friends Group;</td><td>£1,427.00</td><td></td></tr> <tr> <td>BH - Donations Goods and Services includes work by TCV laying hedgerows; free trees and plants</td><td>£1,251.00</td><td>£1,919.00</td></tr> <tr> <td>BH-Donations Public sponsored trees, benches and for use on site</td><td>£1,351.00</td><td>£1,658.00</td></tr> <tr> <td>BH -Income new stream woodlarks for use of site</td><td>£305.00</td><td></td></tr> <tr> <td>SUB TOTAL NEW INCOME ATTRACTED</td><td>£4,334.00</td><td>£3,577.00</td></tr> <tr> <td>TOTAL NEW EXTERNAL INCOME ATTRACTED TO BROCK'S HILL</td><td>£121,006.00</td><td>£32,826.00</td></tr> <tr> <td>GoB- External Funding</td><td>£4,650.00</td><td></td></tr> <tr> <td>SUB TOTAL EXTERNAL INCOME ATTRACTED</td><td>£4,650.00</td><td></td></tr> <tr> <td>GoB - Contributions</td><td>£783.00</td><td>£220.00</td></tr> <tr> <td>GoB - Donation Goods and Services</td><td>£1,838.00</td><td></td></tr> <tr> <td>GoB - Contribution</td><td></td><td>£700.00</td></tr> <tr> <td>SUB TOTAL NEW INCOME ATTRACTED</td><td>£11,921.00</td><td>£920.00</td></tr> <tr> <td>TOTAL NEW EXTERNAL INCOME ATTRACTED FOR GREENING THE BOROUGH SITES</td><td>£16,571.00</td><td>£920.00</td></tr> </tbody> </table>		2014/15 £	2013/14 £	BH - External Funding includes stewardship income, 106 and waste bid money	£116,672.00	£29,249.00	SUB TOTAL EXTERNAL INCOME ATTRACTED	£116,672.00	£29,249.00	BH - Contribution includes money from Friends Group;	£1,427.00		BH - Donations Goods and Services includes work by TCV laying hedgerows; free trees and plants	£1,251.00	£1,919.00	BH-Donations Public sponsored trees, benches and for use on site	£1,351.00	£1,658.00	BH -Income new stream woodlarks for use of site	£305.00		SUB TOTAL NEW INCOME ATTRACTED	£4,334.00	£3,577.00	TOTAL NEW EXTERNAL INCOME ATTRACTED TO BROCK'S HILL	£121,006.00	£32,826.00	GoB- External Funding	£4,650.00		SUB TOTAL EXTERNAL INCOME ATTRACTED	£4,650.00		GoB - Contributions	£783.00	£220.00	GoB - Donation Goods and Services	£1,838.00		GoB - Contribution		£700.00	SUB TOTAL NEW INCOME ATTRACTED	£11,921.00	£920.00	TOTAL NEW EXTERNAL INCOME ATTRACTED FOR GREENING THE BOROUGH SITES	£16,571.00	£920.00	AC
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45	<p><u>VOLUNTEERING UPDATE - AGENDA ITEM 5</u></p> <p>CH updated members on the paper and explained the volunteering figures for the summer, as well as the successful HLF bid and project moving forward. This could include support to volunteers at Peace Memorial Park. CH advised the contract for the project had been signed and posted to HLF.</p> <p>CH confirmed HLF are happy with the choice of vehicle identified within the project and its procurement and are happy for OWBC to progress this.</p> <p>The chair reported discussions with AC and advised that guidance was for the group to approve progress. Members endorsed the project, and thus the vehicle procurement. The Chair advised he would email senior managers of the outcome.</p> <p>CH to progress project</p>	CH																																																
46	<p><u>EDOS PAPERS: AGENDA ITEM 6</u></p> <p>As advised email from AC, papers will be tabled to Service Delivery Committee. Updates to Matters Arising tabled.</p>																																																	
47	<p><u>ANY OTHER BUSINESS –AGENDA ITEM 7</u></p> <p>CH advised Oadby Remembers has approached BH to support development of an event at BH July 2016. They will pay for staff</p>																																																	

	support. NH confirmed Leicestershire Search and Rescue will be using BH for their annual training evening.	
48	<u>DATE OF NEXT MEETING</u> 23rd November 2015 Committee Room, commencing 6.30pm. Members sought clarification that this does not clash with the Borough Awards evening and it has been confirmed this does not.	

Agenda Item 16i

Oadby & Wigston Borough Council

Notes of the meeting of Supporting Leicestershire Families Working Group

Tuesday 29th September 2015

Present: Councillors J Boyce (Chair), S Morris, B Boulter, K Loydall, J Kaufman

Anita Pathak Mould, David Lingard, Mark Hall, Jane Moore Leicestershire County Council

1. Apologies for Absence
Councillor Richard Morris
2. Presentation by Jane Moore – Head of Supporting Leicestershire Families at LCC
JM took the WG through the presentation which included:
The background/ history
Resources and staffing
Summary of activity for Leicestershire and in Oadby & Wigston
Profiles of Issues by type and the impact of interventions
Cost Benefits
3. A discussion then took place on the benefits of the scheme and that it was almost impossible to identify cash cost savings and those accruing to the various organisations who are contributing to the programme.
4. APM confirmed that she had distributed the Annual Report to Councillors via their post trays which contained more detailed information
5. JM confirmed that the programme was asking that all organisations contributed the same amount of money they had done over the last three years again for the next three years.
6. JM explained how the programme was verified and audited both internally and externally
7. JM explained that the governance of the programme needed to be reviewed and refreshed in order to ensure that all of the district councils felt and were engaged
8. JM left the meeting and there was a further discussion where members agreed that this was a vital a valuable programme but it had to be accepted that a detailed business case could never be constructed. Members identified that Oady & Wigston were receiving four times the amount of resources that the Council as directly contributing to the programme so this represented good value for money.
9. Members agreed that a recommendation should be made to the next PFD Committee that the Council continues with the existing level of funding for the next three years as requested but with the right to review this should the County Council reduce or withdraw their funding.
10. Members asked MH to pass their thanks to JM.

MINUTES OF A MEETING OF THE COMMUNITY ENGAGEMENT FORUM

HELD AT COUNCIL OFFICES, WIGSTON ON WEDNESDAY 30th SEPTEMBER 2015

COMMENCING AT 7.00 PM.

IN ATTENDANCE:

Chair: J Kaufman

Councillor: Sharon Morris

Officers in Attendance: V Quintyne, Samuel Ball,

Others in attendance: H.E Loydall (Senior Citizens Action Group), B. Gohil (Volunteer) C Huscroft, Oadby and Wigston Lions; & Wigston Food Bank; Vinod Ghadiali, Oadby and Wigston Hindu Community Association; Shantilal Thanki, Oadby and Wigston Hindu Community Association; Pushpa Parmar; Oadby and Wigston Hindu Community Association; Jitendra Ramaiye, Oadby and Wigston Hindu Community Association

Min Ref	Narrative	Officer Responsible
1.	<u>APOLOGIES</u> Apologies: L.Kaufman (Volunteer), M.I. Noormohamed; Oadby and Wigston Muslim Association, Caroline Freeman, Jenkins Centre	
2.	<u>MINUTES OF THE PREVIOUS MEETING.</u> The minutes of June 22 nd 2015 were approved subject to adding the following amendment. Councillor Sharon Morris's apology for non attendance is to be recorded.	
3.	<u>REVIEW OF THE EQUALITY AND DIVERSITY AGENDA</u> The Equality and Diversity Agenda work plan is being progressed. It is available on the Council web page at: http://www.oadby-wigston.gov.uk/files/documents/equality_and_diversity_agenda/Equality%20and%20Diversity%20Agenda%20June%202013.pdf This Agenda is the Council's framework for working with community groups and organisations to ensure its policies, plans, strategies and projects are fit for purpose, specially as they relate to the most vulnerable groups in the borough. 3a Equality and Diversity Workshops and Equality Assessment Workshops	

	These workshops are being developed principally with the Council's Human Resources Team. They are focussed principally for Council Members and Staff.	
4	<p><u>CELEBRATING DIVERSITY CALENDAR – LUNCHTIME SEMINARS</u></p> <p>The calendar listing celebratory events continues to be developed. Suggestions for the inclusion of festivals were received and noted.</p> <p>The focus of the calendar listing is to mark key festivals, events and union days which reflect the local diversity of Oadby and Wigston. This is in order to promote shared learning, knowledge and community cohesion in the borough as well as helping to inform local people as to the variety of celebratory events marked by the diversity of Oadby and Wigston Borough.</p> <p>The listing of events fits into the Equality and Diversity work plan. The first starter event will mark National Mental health day celebrated nationally each year on the 10th October 2015 .As the 10th falls on a weekend it was proposed to host two lunchtime seminars facilitated by Leicestershire Suicide Prevention Partnership . The focus of the seminars will be on celebrating good mental health, underscored by the Mental Health Day theme of “Dignity”. The seminars are to be used to help people identify strategies for managing depression, anxiety and issues of suicide. The seminars will also support identifying other coping strategies, including finding help, advice and support.</p> <p>The date arranged for this event is: Thursday 15th October 2015.Two one hour sessions are to be offered. 12pm till 1pm and 1.30pm-2.30pm. The venue is the Council Office, Council Chamber ,Station Road, Wigston. Bookings are to be made on a first come first served basis by contacting: veronika.quintyne@oadby-wigston.gov.uk or telephoning: 0116 2572648 Monday and Friday and 0116 2572709, Tuesday, Wednesday and Thursday.</p> <p>To address any aspect to the calendar becoming unwieldy it was agreed that the focus should be on</p> <p>An annual celebratory learning and networking event for Senior Citizens in the Borough is to be added to the list. This year's Senior Citizen's event titled “ Young at Heart” was held on Thursday, 20 September 2012, 9:30am to 4pm at Parklands Leisure Centre the Senior Citizens' Action Group. The day was held to encourage senior citizens of the Borough to try new health focused activities, for example crafts and gentle sports. Lunch</p>	

	<p>and afternoon tea was provided and the turnout was excellent.</p> <p>Other days added to the celebratory listing were:</p> <ul style="list-style-type: none"> • World Sight Day • All Saints Day. It was agreed to remove All Soul's Day. • Remembrance Day flag raising in November • The festival of Vaisaikh • The Carol Concert marking the Christmas season hosted by the Methodist Church • The Churches together event in April 2016 • Passover • Chanukah • An event to mark the Queens reign on the throne. <p>Other events to be celebrated over the forthcoming months are Black History Month, EID, Divali, Christmas, Holocaust Memorial Day 26 January 2016 and Holi in March 2016.</p> <p><u>ACTION: 1</u></p> <p>VQ is to check with Councillor Carter as to the World War1 event taking place in Oadby.</p> <p><u>ACTION: 2</u></p> <p>Vinod Ghadiali is to confirm the correct dates for Holi and Navaratri and send them to VQ to insert into the Celebratory Awareness Days listing.</p> <p><u>ACTION: 3</u></p> <p>Councillor Kaufman is to clarify the dates for Chanukah and Yom Kippur and send them to VQ to insert into the Celebratory Awareness Days listing</p> <p><u>ACTION:4</u></p> <p>Vq is to check with Lesley Evans as to the official flag raising days and add these to the listing.</p>	
5	<p><u>ANY OTHER BUSINESS ITEMS RAISED</u></p> <p><u>5. a Change of timing to attend the Community Engagement Forum Meeting.</u></p> <p>Following discussion it was agreed that another email be sent to previous and newly invited organisation representatives to</p>	

	<p>establish if a meeting in the day at 2pm was a viable option as opposed to an evening meeting.</p> <p>Another Councillor will need to be identified to replace Councillor Sharon Morris at the CEF meetings if the consensus is for a day time meeting.</p> <p><u>ACTION5</u></p> <p>Circulate a note to all those organisations invited requesting feedback on whether they are in favour of the Community Engagement meetings taking place at 2pm on a quarterly basis.</p> <p>5.b Oadby and Wigston Multi-cultural Group</p> <p>The Chair requested attendees discuss the reforming of the Oadby and Wigston Multi-Cultural Group with their networks. Details of anyone interested in being on a committee to manage this Group are to be sent to Councillor Kaufman.</p> <p>There is funding available to support a multi-cultural group in the Borough</p> <p>It was affirmed that the Community Engagement Forum (CEF) Group did not have the same focus as a multi-cultural Group and is the Council's framework for addressing how service, strategies, plans, and policies might be best developed to ensure they are fit for purpose and meet the needs of all residents by working with community groups, voluntary organisations and the three residents forums.</p> <p><u>DATE OF NEXT MEETING</u></p> <p>The date for the next meeting is December 10th 2015 at the. Council Office, Council Chamber, Station Road, Wigston, LE18 2DR at 7pm. This time is subject to change dependent on feedback from representatives on the change of the meeting to 2pm.</p>	<p>Veronika Quintyne</p>
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The Meeting Closed at 8.30pm

**MINUTES OF A MEETING OF THE LICENSING AND REGULATORY COMMITTEE
HELD AT THE COUNCIL OFFICES, WIGSTON ON THURSDAY 01 OCTOBER 2015
COMMENCING AT 7:00 PM**

<u>IN ATTENDANCE:</u>		
Chairman - Mrs H E Loydall		
Vice Chairman - Miss M V Chamberlain		
COUNCILLORS:		
G S Atwal	Ms A R Bond	G A Boulter
M H Charlesworth	R F Eaton	B Fahey
J Kaufman	K J Loydall	
OFFICERS IN ATTENDANCE:		
S Eyre	J Mortell	S Illston
S Ball		

Min Ref.	Narrative	Officer Resp.
7.	APOLOGIES FOR ABSENCE	
	An apology for absence was received from Councillors F S Broadley, Mrs L M Broadley, Ms K Chalk and R H Thakor.	
8.	MINUTES OF PREVIOUS MEETING HELD ON 22 JULY 2015	
	RESOLVED THAT:	
	The minutes of the previous meeting of the Committee held on 22 July 2015 be taken as read, confirmed and signed.	
9.	DECLARATIONS OF INTEREST	
	Councillor G S Atwal declared that he was a taxi driver by profession for Leicester City Council.	
10.	APPOINTMENT OF SUBSTITUTES	
	None.	
11.	PETITIONS AND DEPUTATIONS	
	None.	
12.	ADMISSION OF ADDITIONAL ITEM	
	RESOLVED THAT:	
	By reason of special circumstance in that an additional item of business needed to be considered before the next meeting of the Licensing and Regulatory Committee, the item entitled "Ultra-Low Emission Vehicles	

	(ULEV) Taxi Scheme' was considered at this meeting as a matter of urgency in accordance with Section 100B(4)(B) of the Local Government Act 1972.	
13.	<p>ULTRA-LOW EMISSION VEHICLE (ULEV) TAXI SCHEME</p> <p>The Committee gave consideration to the additional item admitted as delivered by the Interim Licensing Team Leader which should be read together with these minutes as a composite item.</p> <p>He requested Members to approve an aliquot financial contribution of £1,775 to be made by this Council from the licensing budget for the purposes of employing the services of a consultant. This was in order to re-submit an initially unsuccessful joint-bid to potentially secure funding from a second allocation of a £20m fund made available by the Office for Low Emission Vehicles (OLEV) to local authorities to allow operators to increase the uptake of low emission (i.e. electric-powered) taxis and thus improve air quality in urban areas. The bid was reported to be submitted in partnership with the other six District Councils in Leicestershire led by Leicester City Council, with each authority making a contribution relative to its size and number of licensed hackney carriages and private hire vehicles. It was stated that the amount(s) of the second allocation and subsidy per vehicle was yet to be confirmed in figures by the OLEV.</p> <p>Councillor Ms A R Bond enquired as to the requirements to be made in respect of an infrastructure system of accessible charging stations throughout the Borough. The Interim Licensing Team Leader advised that information on the same was yet to be received from the OLEV.</p> <p>The Chair advised Councillor G S Atwal that he be mindful of any potential pecuniary interest associated with this item, and the prospect of any subsequent challenges attached thereto, whilst determining his individual voting preference given the Member's earlier declaration.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>A financial contribution of £1,775 be made by this Council for the purposes of employing the services of a consultant in order to submit a joint-bid under the Ultra-Low Emission Vehicle (ULEV) Taxi Scheme.</p>	
14.	<p>REVIEW OF GAMBLING ACT STATEMENT OF LICENSING POLICY</p> <p>The Committee gave consideration to the report and appendices delivered by the Interim Licensing Team Leader as set out in the report (at pages 4 - 36) which should be read together with these minutes as a composite document.</p> <p>It was stated that the reviewed Statement of Licensing Policy (hereafter "the Policy") sought Members' recommendation to be brought before the next meeting of the full Council on 08 December 2015 for approval ahead of its enforcement commencing on 31 January 2016. He advised that the Policy was, substantively, a reaffirmation of the preceding edition and additionally incorporating comprehensive guidance as to: (i) the definition of a "track" under the Gambling Act 2005 (at Part 21, pages 22 - 29); (ii)</p>	

	<p>the requirement of local risk assessments (at Part 8, page 13); and (iii) the provision of a local area profile, detailing a total of eight gambling premises within the Borough (at Part 9, pages 13 - 14). The Interim Licensing Team Leader was of the opinion that the Borough was not susceptible to a significant risk posed by gambling institutions.</p> <p>He reported that the Policy was sent out for consultation for a period of 5 weeks commencing on 10 August and closed on 20 September, drawing Members' attention to the notable representations made by the Bingo Association, the Racecourse Association and the Association of British Bookmakers (upon the instructions of Gosschalks Solicitors) as set out in the Policy (at pages 5 and 6). A reference was also made to a full list of consultees in Appendix 2 of the Policy (at page 36).</p> <p>Councillors G A Boulter and Ms A R Bond sought further clarification as to the inclusive definition of a "track" pertaining to other unspecified venues and events which accommodate the provision of betting activity.</p> <p>The Interim Licensing Team Leader advised Members' that the term "track" was to be given a wide construction so to include any such 'other premises on any part of which a race or other sporting event takes place or is intended to take place', as per the 2005 Act. It was stated that this would also include temporary and occasional use notices and that the list provided was non-exhaustive of the types of venues and events envisaged within the remit of the Act (at page 22 of the Policy).</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>The reviewed Statement of Licensing Policy be recommended to the full Council on 08 December 2015 for approval.</p>	
15.	<p>CHANGE TO PRIVATE HIRE OPERATOR BOOKINGS</p> <p>The Committee gave consideration to the report delivered by the Licensing Officer as set out (at page 37) which should be read together with these minutes as a composite document.</p> <p>The Licensing Officer summarised the effects of the Deregulation Act 2015, Section 11 as effectively permitting private hire operators within the Borough from 01 October 2015 to sub-contract bookings to other operators based in other districts (subject to the specified exceptions).</p> <p>RESOLVED THAT:</p> <p>The changes to the legislation be noted.</p>	
16.	<p>ADDITIONAL LICENCE PERIODS FOR PRIVATE HIRE OPERATORS AND COMBINED HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS LICENCES</p> <p>The Committee gave consideration to the report delivered by the Licensing Officer as set out (at pages 38 - 39) which should be read together with these minutes as a composite document.</p>	

	<p>The Licensing Officer stated that the default obligation incumbent upon the Council was to issue Private Hire Operator and Combined Hackney Carriage/Private Hire Driver Licences for a valid licence period of five and three years, respectively, and that the effects of the Deregulation Act 2015, Section 10 was to afford the provision to issue licences for a shorter licence period. It was emphasised that such a provision was to operate as an exception only upon consideration of a valid business case. It was stated that no changes were proposed in respect of any existing fees for the default licence periods and proposed a new fee structure to account for, and in proportion to, shorter license periods.</p> <p>Members were further advised that only any change in licence fees for a Private Hire Operator Licence must be advertised in a local newspaper circulating in the area and a period of 28 days allowed for any objections to be received. It was stated that any objections must be considered within two months of the end of the objection period before any fee change can be implemented: the Council must then decide whether to implement the proposed fee, or implement a revised fee.</p> <p>The Licensing Officer invited Members to approve the recommendations and delegations set forth in the report (at pages 38 – 39).</p> <p>Councillor M H Charlesworth welcomed the proposal whilst acknowledging receipt of an objection received on 28 September 2015 and noting the contents therein.</p> <p>The Licensing Officer confirmed that he was in receipt of the said objection and that, although the contents were a matter for consideration by this Council's legal department, it did not ostensibly present any substantive concerns. The Chair confirmed that a letter would be drafted by the Council's legal department to respond to the objector and that a copy of the response would be distributed to Members, accordingly.</p> <p>Councillor J Kaufman enquired as to whether the proposed fee structure was similar to that adopted by other local authorities. The Licensing Officer confirmed that a broadly-similar fee structure had been adopted.</p> <p>Councillor Ms A R Bond vacated the Council Chamber at 7:38 pm.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <ol style="list-style-type: none"> (1) The changes to both fees and operational licence periods be approved; (2) The Interim Licensing Team Leader, the Licensing Officer and the Legal and Licensing Assistant be granted delegated authority to consider written requests submitted for licences to be granted for a shorter licence period; (3) The default position for the issue of licences be five years for a Private Hire Operator and three years for a Combined Drivers Licence be approved, with all latter applications being subject to Disclosure and Barring Service (DBS) and Driver Vehicle Licensing Agency (DVLA) checks and medicals every 6 years (or annually if the applicant is over 70 years of age); and (4) The Chair, Vice-Chair and a third Member be delegated to 	
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	consider any objections to the proposed fee, and if appropriate, revise the proposed fees and agree an implementation date.	
17.	CHILD SEXUAL EXPLOITATION (VERBAL UPDATE)	
	<p>Councillor Ms A R Bond returned to the Council Chamber at 7:42 pm.</p> <p>The Committee gave consideration to the verbal update delivered by the Interim Licensing Team Leader which should be read together with these minutes as a composite item.</p> <p>The Interim Licensing Team Leader reported that since the last meeting of the Committee on 22 July 2015, he attended a meeting at Leicestershire County Council at which the Child Sexual Exploitation Group Leader and other District Authority Leaders were present.</p> <p>He advised Members that it was still Leicester City Council's intention to provide mandatory Child Sexual Exploitation (CSE) awareness briefings to its hackney carriage and private hire vehicle drivers from the beginning of November 2015. It was said that the content of the proposed training and assessment package was yet to be confirmed by Leicester City Council and that, once given, ought to be implemented across the entire Country in the hope to set a unified and consistent benchmark. It was added that further information was yet to be forthcoming.</p> <p>The Chair endorsed the policy arguments behind the initiative although expressed a concern as to the intended revocation of licences from licence holders for non-attendance at CSE awareness briefings. She was hopeful that taxi drivers within the Borough would welcome the initiative in order to better safeguard children and young people.</p> <p>Councillor J Kaufman stated that he was in support of the initiative and the notable inclusion of mandatory attendance at CSE awareness briefings as part of the issuing conditions of any given licence.</p> <p>RESOLVED THAT:</p> <p>The verbal update be noted.</p>	

The Meeting Closed at 7:49 PM

Agenda Item 16l



MINUTES OF A MEETING OF THE INDEPENDENT REMUNERATION PANEL

HELD IN THE MEMBERS ROOM, OADBY & WIGSTON BOROUGH COUNCIL OFFICES

ON MONDAY 12 OCTOBER 2015

IN ATTENDANCE:

Laurie Faulkner, Panel Member
David Wood, Panel Member
John Whiting, Panel Member
Mark Hall, Chief Executive
Melanie Phillips, Democratic Services Manager, NWLDC

MINUTE REF	AGENDA ITEM	ACTION
15/01	APOLOGIES FOR ABSENCE There were no apologies for absence.	N/A
15/02	ELECTION OF CHAIR <u>RESOLVED:-</u> That Laurie Faulkner be appointed Chair of the Independent Remuneration Panel for the ensuing civic year.	N/A
15/03	UPDATE SINCE BOROUGH ELECTIONS IN MAY 2015 Mark Hall updated the Panel on the outcome of the elections in May whereby all the Borough seats were contested. He advised that the new political make up of the Borough was as follows:- Lib Dem 19 Conservatives 6 Labour 1 This had resulted in only six new councillors and the governance arrangements for the Council were unchanged. On discussing the current scheme of allowances it was acknowledged that the Customer Services Task Group and the Waste Task Group were	

	<p>no longer active but that a new committee had been established entitled the Change Management Committee. There had been no real political desire to revisit the scheme since the election and it was acknowledged that there were no financial constraints preventing the Panel from considering changes although any work would need to be done in parallel with the budget setting process.</p> <p>The Panel agreed that it would like to simplify the scheme by reducing the number of bands for the special responsibility allowances (SRAs) with a view to a possible increase in the basic allowance by re-balancing the existing allowances budget. It was considered that the benchmarking data with comparable authorities suggested that the current basic allowance was lower than those paid elsewhere. However, it was noted that the benchmarking data was now out of date and in order to undertake a further comparable exercise, then this data would need to be updated.</p> <p>When asked whether the Council had any shared services, it was noted that ICT and Economic Development were examples of where officers were shared with neighbouring authorities and the only issue on the cards was a potential move to a combined authority which would not affect members or their roles.</p> <p><u>RESOLVED:-</u> That the Panel be provided with updated comparable data in time for its next meeting to enable an informed discussion with the potential to recommend an amended scheme for 2016/17.</p>	MP
15/04	<p>CURRENT ISSUES FOR DISCUSSION</p> <p>LEADER'S ALLOWANCE</p> <p>The Panel was advised that there had been a number of recent staffing issues on which, due to some sensitivities and complexities, senior officers had not been in a position to deal. As a result, the Leader of the Council had undertaken a significant increase in his workload, which were detailed in a recorded time sheet, and the Panel felt that this should be recognised as part of a time restricted allowance.</p> <p><u>RESOLVED:-</u> That it be <u>RECOMMENDED TO COUNCIL:-</u></p> <p>That a time restricted special responsibility allowance be introduced at the standard rate of £1000 to the 2015/16 Scheme of Allowances which seeks to recompense the Leader of the Council for his work in dealing with sensitive and complex internal issues.</p> <p>COUNCILLOR SURGERIES</p> <p>The Panel considered the issue of councillor surgeries and whether expenses for the hiring of non-council owned premises for the purposes of surgeries should be incorporated into the Scheme of Allowances. After some deliberation, the Panel considered that covering the expenses for councillor surgeries should be a matter for the Authority to deal and should not be included in the Scheme of Allowances.</p> <p><u>RESOLVED:-</u> That the issue of the recovery of expenses in relation to councillor ward surgeries be referred to the Chief Executive for further consideration.</p>	<p>MH</p> <p>MH</p>

	<p>ALLOWANCES FOR OPPOSITION GROUPS WITH ONLY ONE MEMBER</p> <p>An issue was raised regarding the possible allowance for an opposition group with only one member. However, it was noted that the Local Government (Committees and Political Groups) Regulations 1990 state that a political group shall only be treated as constituted when there are two or more members of the authority who wish to be treated as a political group. Therefore, you cannot have a political group comprising just one member.</p> <p><u>RESOLVED</u>:- That no further action be taken.</p>	
15/05	<p>FUTURE WORK PLAN</p> <p>The Panel recognised the valuable contribution made to the meeting by having the Chief Executive in attendance and sought his attendance at future meetings, where possible.</p> <p>On discussing comparable data in order to review the existing Scheme of Allowances, a request was made to Melanie Phillips that she provides the Panel with a copy of North West Leicestershire District's (NWLDC) Scheme of Allowances in order to make comparisons although it was acknowledged that NWLDC followed a Leader and Cabinet model.</p>	<p>MH</p> <p>MP</p>
15/06	<p>ANY OTHER BUSINESS</p> <p>There was no other business.</p>	
15/07	<p>DATE OF NEXT MEETING</p> <p><u>RESOLVED</u>:- That the next meeting be held at 2.00pm on Tuesday 3 November 2015.</p>	ALL

The meeting commenced at 10.00am and concluded at 11.35am

APPENDIX 1

Data as at 13/10/15

Authority	Population	Number of Councillors	Basic Allowance
Christchurch Borough Council	47,752	24	£4072
Purbeck District Council	44,973	25	£4616
Oadby & Wigston Borough Council	56,170	26	£3960
Melton Borough Council	50,376	28	£4617
Craven District Council**	55,409	30	£4200
Averages	50,983	27	£4293

**Forest Heath District Council (used in the previous report) has now moved to an Executive system with a Cabinet. This has been replaced with Craven District Council

Agenda Item 16m

**MINUTES OF A MEETING OF THE SERVICE DELIVERY COMMITTEE HELD AT THE
COUNCIL OFFICES, WIGSTON ON TUESDAY 13 OCTOBER 2015 COMMENCING
AT 7:00 PM**

<u>IN ATTENDANCE:</u>		
Chairman - G A Boulter		
Vice Chairman - Mrs S Z Haq		
COUNCILLORS:		
G S Atwal	L A Bentley	Ms A R Bond
J W Boyce	D M Carter	Miss M V Chamberlain
Dr T Khong	R H Thakor	Mrs S B Morris
OFFICERS IN ATTENDANCE:		
Mrs A Court	C Raymakers	Ms A Pathak-Mould
S Beard	S Ball	

Min Ref.	Narrative	Officer Resp.
18.	APOLOGIES FOR ABSENCE	
	An apology for absence was received from Councillors F S Broadley, Mrs L M Broadley, Ms K Chalk and K J Loydall.	
19.	APPOINTMENTS OF SUBSTITUTES	
	Councillor Mrs S B Morris substituted for Councillor K J Loydall.	
20.	DECLARATIONS OF INTEREST	
	None.	
21.	MINUTES OF THE LAST MEETING HELD ON 7 SEPTEMBER 2015	
	Councillor J W Boyce requested that Members' contributions to debates be herewith identified by name on the record of Committee minutes.	
	RESOLVED THAT:	
	The minutes of the previous meeting of the Committee held on 07 September 2015 be taken as read, confirmed and signed.	
22.	PETITIONS AND DEPUTATIONS	
	None.	
23.	ACTION LIST	
	Councillor J W Boyce requested that a gap-analysis of advisory services within the Borough be added to the Action List for completion by the next meeting of this Committee on 19 January 2016.	

	<p>RESOLVED THAT:</p> <p>The Action List be noted by Members.</p>	
24.	<p>COMMITTEE BUDGET REVIEW - APRIL TO AUGUST 2015</p> <p>The Committee gave consideration to the report and appendices (at pages 20 - 22) as delivered by the Principal Accountant which should be read together with these minutes as a composite document.</p> <p>He reported that the General Fund suggested an estimated net overspend for the year of £218,500. This was said to be due to the extension of fixed-term contract salaries and the fall in market price of recyclates owing to a discontinuation of a garden waste subsidy from Leicestershire County Council and a faltering in foreign-market purchasing of recyclates. He stated that there was a general trend of expenditure falling behind profile as departments experienced difficulty in fulfilling their respective allocations, although a review of the 2015/16 set budgets was currently being undertaken. It was said that the Housing Revenue Account (HRA) was predicted an outturn deficit of £2,121,000 for 2015/16 following under-spends in the preceding year.</p> <p>Councillor D M Carter commended the recent receipt of Heritage Lottery Funding secured since the drafting of the report in respect of the 'Reconnecting with Nature' Scheme (at page 22).</p> <p>Councillors Mrs S B Morris enquired as to why the HRA budget had not been adjusted to reflect the carrying-forward of the revenue and capital budgets. The Principal Accountant advised that the budget would be re-set following the review process with a revised figure due to be brought before the next meeting of this Committee.</p> <p>Councillor J W Boyce requested that the capital and revenue programmes in the Budget Review be separated to enable Members to distinguish between the same and better indentify issues. Councillor S B Morris said she would raise the matter with the Section 151 Officer.</p> <p>Councillor R H Thakor sought clarification as to the meaning of the risk implication indicators 'CR1' and 'CR9' (at page 21) and whether these suggested any financial mismanagement on behalf of this Council.</p> <p>The Principal Account advised that these were broad strategic risk assessment matrixes assessing the Council's ability to meet financial commitments. 'CR1' was said to refer to a decrease in financial resources as a result of central Government policy. 'CR9' was said to refer to external economic changes and market-based influences.</p> <p>Councillor J W Boyce stated that strategic risk assessment matrixes served a generic purpose and that, whilst acknowledging the potential budgetary pressures posed by central and local government policy, this Council was at a reduced risk of any financial mismanagement in view of a recent independent auditor's assessment confirming the same.</p> <p>RESOLVED THAT:</p>	

	The current position be noted by Members.	
25.	<p>FEES AND CHARGES 2016-17</p> <p>The Committee gave consideration to the report and appendices (at pages 23 - 35) as delivered by the Principal Accountant which should be read together with these minutes as a composite document.</p> <p>He added that the external leisure services providers were yet to submit their fees and charges (i.e. up to three months before the start of the financial year) in accordance with the contract, further advising that these would be submitted to a subsequent meeting of this Committee.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>The proposed scale of fees and charges for 2016/17 be recommended to the Policy, Finance and Development Committee on 27 October 2015 for approval.</p>	
26.	<p>IMPACT ON HOUSING FOLLOWING GOVERNMENT BUDGET ANNOUNCEMENT</p> <p>The Committee gave consideration to the report and appendices (at pages 36 – 41) as delivered by the Head of Community which should be read together with these minutes as a composite document.</p> <p>She reported that the requirement for social housing rents to be reduced by 1% served to undermine the HRA Business Plan and that work was being undertaken in partnership with consultants to forecast any impacts and adjustments. With reference to the documented impacts (at pages 37 - 38), it was said that a review of this Council's housing policies was needed in order to carefully manage its obligations in its capacity as a landlord. She stated that the proposal to extend the Right to Buy scheme to registered providers raised concerns in respect of an increasing diminution of stock vis-a-vis an increase in housing demand thus impacting on homelessness and that the policy hitherto affording tenants lifetime tenancy options required a reconsideration.</p> <p>The proposed changes to welfare benefits implicating housing services detailed in the report were also said to be of concern, most notably in respect to changes to retrospective housing benefit regulations (at page 40) and the impact this will have on vulnerable residents' claims. It was also announced to Members that the introduction of the housing element of the Universal Credit (UC) scheme in respect of 18-25 years was due to be implemented in this Borough from January 2016.</p> <p>Councillor L A Bentley sought clarification as to age-bracket of those to due to receive a reduction in credits. The Head of Community advised that those aged 18-25 would be the first tranche of affected individuals whose reduction in credits would be contingent on their circumstances.</p> <p>Councillor Ms A R Bond raised a concern regarding the lack of advisory services available to residents within the Borough, citing the increased</p>	

	<p>workload upon the Helping Hands Advice Centre(s) in the Borough. Councillor J W Boyce stated that an open-bid procurement process was to be undertaken to replace those services whose contracts had lapsed once a gap-analysis of advisory services has been completed.</p> <p>Councillor J W Boyce enquired as to the feasibility of rent convergence/s considering simultaneous reductions in rental rates. The Head of Community advised that rent convergence/s was now a redundant ten year target due to the recent changes in legislation. The Member therefore requested that an additional report be brought to this Committee exploring the specific implications of this subject-matter once the central Government's intentions where more clearly defined.</p> <p>Councillor J W Boyce requested that risk implication indicator 'CR1' be added to the report (at page 41). He further opined that the recent announcements would significantly disadvantage those individuals who were not in work and, or, otherwise financially-illiterate, stating that an affordable provision of housing was preferentially required as opposed to intervention in the housing market on the part of the government.</p> <p>Councillor Ms A R Bond enquired as to whether the Chief Executive or the Leader of the Council had responded to a request for assistance by the Chairman of the Helping Hands Advice Centre. Councillor S B Morris advised that no formal approach had been made by the Helping Hands Advice Centre for service-delivery assistance although pro-active steps were being taken by this Council to arrange a meeting.</p> <p>RESOLVED THAT:</p> <p>The report be noted and the review of the Rent policy be supported once further details were known of the impact on legislative changes.</p>	
27.	<p>COMMUNITY UPDATE</p> <p>The Committee gave consideration to the report (at pages 42 - 45) as delivered by the Head of Community which should be read together with these minutes as a composite document.</p> <p>Rent Collection</p> <p>She reported that rent collections were comparatively lower on this quarter due to the effects of recent welfare reforms. It was proposed that the rent collection target remain at an achievable target of 99%, however, the rent arrears target for tenants be revised to 3% from 2.5%. She re-affirmed that measures were to continue to be implemented by Officers to improve collections and support tenants experiencing difficulties in paying, particularly within non-collectable weeks.</p> <p>Councillor D M Carter requested that an additional row be herewith added to the table of the Community Update report (at page 42) expressing rent arrears month-by-month as a percentage figure.</p> <p>Gas Safety</p>	

	<p>The Head of Community advised that a 100% rate of gas safety compliance was recorded until 30 September and that appointments for safety certifications for December were currently being scheduled.</p> <p>Update on Capital Programme 2014/15 and Decent Homes</p> <p>The Head of Community advised that a separate report was being provided to examine the wider refurbishment and new build projects.</p> <p>Boulter Crescent Community House</p> <p>The Head of Community stated that the Community Development Officer was continuing to develop the activities held at the Community House and that redesign work was underway at the Community Flat in readiness for a re-opening before Christmas. It was also reported that the 'Build a Better Boulter Crescent' Residents' Association had re-grouped and that Members were to be duly invited to its AGM.</p> <p>Councillor Miss M V Chamberlain asked whether the levels of disruption to the day-to-day operations at the House caused by refurbishment works had since reduced. The Head of Community confirmed the same noting that the works had reached their half-way point (i.e. phase five).</p> <p>Supporting Leicestershire Families (SLF) and Early Help</p> <p>The Head of Community reported that at a meeting of the SLF Working Group on 29 September discussing the value of the partnership and programme, Jane Moore (Head of Service at Leicestershire County Council) delivered a service presentation and an annual service report. It was agreed that a further 3 year financial commitment be maintained by this Council at the same level as previously at £23,000 per year, subject to a report being brought before to the Policy, Finance and Development Committee on 27 October 2015.</p> <p>Community Payback Schemes</p> <p>The Head of Community advised that the painting of three bus shelters had been completed and that other service-areas were be explored to better capitalise on the resourcefulness of this partnership-work.</p> <p>The Chair moved the rent arrears target for be revised to 3% for a period of one-year only, seconded by Councillor Miss M V Chamberlain.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>The proposed target for rent arrears set at 3% for a period of one-year be approved.</p>	
28.	<p>HOUSING RELATED SUPPORT (HRS)</p> <p>The Committee gave consideration to the report (at pages 46 - 49) as delivered by the Head of Community which should be read together with these minutes as a composite document.</p>	

	<p>She reported that the Supporting People Funding, supporting the Council's on-site Warden Provision, ceased in September 2015. It was stated that there was no financial scope to continue to deliver this provision unless a charged-service was introduced: this proposal was said to be rejected by tenants when consulted, with reference to the results of the consultation as outlined in the report (at page 46). It was proposed that this service-area ought to be remodelled so as to provide inclusive support to all affected tenants, most notably to the elderly, whilst maintaining some on-site presence and by redefining existing officers' job descriptions, as detailed in the report (at pages 47 - 48).</p> <p>The Head of Community reported that referrals for adult respite accommodation were now to be accepted by the Falcon Centre in Loughborough. It was also confirmed that a protocol was in place for 16-17 year olds in terms of providing secure accommodation, noting that no duty was owed to any such young person at the present time.</p> <p>Councillor L A Bentley asked whether the results of the October 2014 consultation (at page 46) accurately reflected the up-to-date and inclusive views of all tenants. The Head of Community advised that the consultation did rigorously engage with tenants in an all-encompassing manner, noting a response rate of 47%. It was said that the results of the consultation still held currency given the ongoing efforts to keep tenants well-informed and the need for finality. The introduction of any legal service-change was said to require 80% tenant agreement.</p> <p>The Member continued to enquire as to what format the proposed morning calls would be provided (at page 47), and what measures were being taken to ascertain tenants' genuine needs. The Head of Community said that morning calls were to be provided through the individual alarm system and that tenants' support needs were assessed via partnership-work whilst being mindful of respecting tenants' wishes.</p> <p>Councillor Mrs A R Bond asked whether an emergency pull-cord system was installed in affected properties and too noted that a more up-to-date consultation ought to be conducted. The Head of Community advised that such technology was installed and available to tenants.</p> <p>Councillor R H Thakor enquired as to whether Leicestershire County Council was to fund the proposed purchase of a young people's secure-unit in Oadby. The Head of Community confirmed this stating further information was to be received. The Member further raised a concern about the long-term financial viability and sustainability of the service.</p> <p>Councillor J W Boyce recognised that this service-area was fraught with complexities yet endorsed a preventative approach. He further noted that affected individuals ought to be encouraged to prudently invest any direct receipts in housing related support, further lending to the need for a gap-analysis of advisory services. He stated that the proposed re-structure was the best that could be achieved within this Council's limited financial capacity and invited further work to be completed.</p> <p>UNANIMOUSLY RESOLVED THAT:</p>	
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	The proposals to re-structure the Housing and Community Support services and roles as set out in the report be approved.	
29.	<p>NEW BUILD PROGRAMME / REFURBISHMENT</p> <p>The Committee gave consideration to the report (at pages 50 - 56) as delivered by the Head of Community which should be read together with these minutes as a composite document.</p> <p>She reported that the tenant satisfaction survey conducted at Boulter Crescent indicated high levels of satisfaction pertaining to many aspects of the refurbishment works, with an average of three out of four residents fielding a “more than satisfied” response. She noted that there had been some mid-term difficulties in decanting tenants however these were adequately addressed. A copy of the full report and summary was said to be deposited in the Members’ Room for inspection by Members.</p> <p>The Chair commended the successful opening of the new Customer Contact Centre on Bell Street, Wigston on 12 October and congratulated all personnel who contributed to its efficient operation.</p> <p>Councillor L A Bentley enquired as to whether funding had been secured in respect of the development of new Council-built houses at Kirkdale/Station Road (at page 55). The Head of Community confirmed that the obtaining planning permission and section 106 agreement had been finalised. She stated that grant-funding would be applied for from the Homes and Communities Agency (HCA) at the appropriate time.</p> <p>The Head of Community reported that the purchase of a former Council-owned property (at page 55) had since been completed utilising the ‘Right to First Refusal’ (RFR) option afforded under the Right to Buy scheme, adding that the necessary adaptations to the property were currently being undertaken so to accommodate the intended occupants’ needs. It was said that the RFR option would continue to be investigated with the view to increasingly add to the Council’s housing-stock.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>The report be noted by Members and that the continued purchase of existing properties to replace houses sold under the Right to Buy scheme, to be let at 80% of market rent, be approved.</p>	
30.	<p>CHOICE BASED LETTING SYSTEM - RESIDENCY CHANGES</p> <p>The Committee gave consideration to the report (at pages 57 - 48) as delivered by the Head of Community which should be read together with these minutes as a composite document, adding that further details would be provided in due course in respect of the statutory consultation.</p> <p>Councillor Mrs S Z Haq enquired as to whether any other neighbouring Leicestershire authorities had amended their minimum residency conditions in line with the report. The Head of Community advised that Leicester City Council was the only known authority to have done so.</p>	

	<p>Councillor J W Boyce raised a concern as to the potential increase in immigration from the City if the Borough's current minimum six-month residency condition was not similarly amended to two years.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>The report be noted by Members and the necessary statutory consultation be approved.</p>	
31.	<p>DISABLED FACILITY GRANTS (DFG'S)</p> <p>The Committee gave consideration to the report and appendices (at pages 59 - 67) as delivered by the Head of Community which should be read together with these minutes as a composite document.</p> <p>She advised that the Council was in receipt of a grant from Leicestershire County Council to discharge what is a mandatory statutory duty and that this Council invested additional funding to ensure reasonable living conditions for those affected residents. An explanation of the Lightbulb Project (LP) was given in terms of a new, integrated delivery mechanism, incorporating both DFG's and Council house adaptation schemes, with reference to the SWOT analysis provided (at page 61). She added that current demand was marginally above predicted levels.</p> <p>Councillor Mrs S B Morris enquired as to whether an aliquot proportion of any pooled-fund under the LP would be ring-fenced for the Borough. The Member also raised a concern as to a breakdown in rapport with local contractors employed by this Council to fulfil the necessary work.</p> <p>The Head of Community confirmed that the Borough's funding allocation would be ring-fenced and independently audited with an identical top-up arrangement from this Council available. She also advised that service-delivery would continue to proceed with Officers working in close partnership with local contractors on a on a pilot basis.</p> <p>The Chair raised a concern regarding the discrepancy between this Council being legally responsible for discharging the statutory duty whilst Leicestershire County Council being in account of the budget.</p> <p>Councillor J W Boyce raised a concern as to the long-term financial viability of the LP insofar as its absorption of the significant salaries awarded under the project. The Member stated that the LP would need to undergo the proper procurement scrutiny so as to not enter into any unlawfully competition with alternative DFG providers, requesting that written legal advice be provided to that effect (or otherwise). He opined that the LP was still an untested DFG delivery mechanism and that a contingency plan ought to be considered as part of any ongoing work.</p> <p>Councillor Mrs S B Morris stated that an in-house delivery mechanism was an advantage to ensure adherence to this Council's statutory duty.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>Options for the Council to join the Lightbulb Project as the means of</p>	

	delivering DFG's and adaptations for disabled tenants be explored further with a view to joining the project as soon as possible and subject to a further report containing all the necessary details and assurances.	
32.	<p>UPDATE FOLLOWING CLOSURE OF KENNEDY HOUSE HOSTEL</p> <p>The Committee gave consideration to the report (at pages 68 - 69) as delivered by the Head of Community which should be read together with these minutes as a composite document.</p> <p>She reported that pro-active steps have been taken by Housing Options Officers as detailed in the report (at page 68) to address the individual housing needs of Borough-originating residents since the closure of Kennedy House on 30 September. She confirmed that the new provider, the Falcon Centre, had invited referrals from Kennedy House. It was said that no further information had been received from the Shaw Group as to what the House's prospective purpose or use(s) were.</p> <p>RESOLVED THAT:</p> <p>The report be noted by Members.</p>	
33.	<p>CORPORATE ENFORCEMENT UPDATE</p> <p>The Committee gave consideration to the report (at pages 70 - 71) and the supplementary Corporate Enforcement Update appendix (at pages 1 - 8) as delivered by the Director of Services which should be read together with these minutes as a composite document.</p> <p>She asked Members to take notice of the draft Graffiti Policy provided in the supplementary appendix. She added that the Policy hitherto contained no specific charging framework provision however noted that this could be considered and introduced by Members. It was said that training in respect of the Police and Criminal Evidence Act (PACE) and Public Space Protection Orders (PSPO) would be delivered sooner than noted in the report (at page 70) in a local-authority partnership. It was also reported that the Revenue and Benefits department would be writing to all owners of properties vacant for two plus years to ascertain their intentions in the view to assist in these properties' re-occupation.</p> <p>Councillor J W Boyce enquired as to whether a council tax charge is being levied against empty properties. The Directors of Services confirmed that a council tax rate of 150% is levied against the same.</p> <p>The Chair requested that an update report in respect of empty houses be provided at the next meeting of this Committee on 19 January 2016.</p> <p>RESOLVED THAT:</p> <p>The report be noted by Members.</p>	
34.	<p>ACHIEVEMENTS AT BROCKS HILL AND OPERATIONS SINCE JULY 2015</p>	

	<p>The Committee gave consideration to the report (at pages 72 - 76) as delivered by the Director of Services which should be read together with these minutes as a composite document.</p> <p>It was said that the use of the Jubilee Amphitheatre at Brooks Hill Country Park for theatre performances during the Summer was well received and attended from far afield. She also commended the recent receipt of Heritage Lottery Funding to allow for a salaried 'Natural Discovery Voluntary Development Project Officer' post at Brooks Hill.</p> <p>It was reported that there had been a lack of engagement by the Canals and Rivers Trust (CaRT) in respect of the Ervins Lock Footbridge and that the Council would proceed with the project and obtain planning permission for which the CaRT would become a statutory consultee.</p> <p>She reported that further research into the proposal for an advertising company to install and maintain bus shelters in the Borough yielded insufficient prime locations to make a contract viable. The capital refurbishment programme of existing shelters would therefore continue and requests for new shelters be received via the Residents' Forums.</p> <p>It was advised that there had been difficulty in obtaining a quote for the proposed dog fouling bin-bag scheme. A single quote was received at £500 for a quantity of 50,000 bags. It was noted that although additional work was required to fully realise the proposal, it was too acknowledged that cost-based decisions have been taken by other neighbouring Leicestershire authorities to discontinue schemes of a similar nature.</p> <p>Members were also informed that a further East Midlands in Bloom Gold Award had been achieved through the joint working of the Clean and Green Team and the Pride of the Borough Group.</p> <p>Councillor J W Boyce requested that the respective Brooks Hill and Operations service-areas be herewith presented in separate reports.</p> <p>Councillor L A Bentley enquired as whether the CaRT has the authority to proscribe the building of the Ervins Lock Footbridge if the proper planning permission were to be granted. The Director of Services advised that to proceed with the course of action aforementioned would ensure an appropriate level of engagement on the part of the CaRT.</p> <p>Councillor A R Bond enquired on behalf of a Borough resident as to whether the Council intended to replace the wooden gates at Oadby Cemetery. The Chair advised that the matter would be investigated.</p> <p>Councillor J W Boyce stated that any direct approaches to Officers from Borough residents ought to be noted in the Members' Enquiry System.</p> <p>The Chair stated that following a recent meeting with Arriva Midlands, it was reported that no further requests for bus shelter installations would be accepted ahead of a review due on the 17 November by Arriva Midlands to reassess the bus routes and services within the Borough.</p> <p>RESOLVED THAT:</p>	
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	The progress made be noted by Members.	
35.	<p>LEISURE CONTRACT - UPDATE</p> <p>The Committee gave consideration to the report and appendices (at pages 77 - 81) as delivered by the Director of Services which should be read together with these minutes as a composite document.</p> <p>She reported that the building programme in respect of Parklands Leisure Centre and Wigston Swimming Pool was progressing well with prospective opening dates of the 04 and 10 December, respectively. The performance against the Council's contract requirements was said to be continuing to be closely monitored and that it remained positive, with increased membership, footfall and constructive feedback.</p> <p>Councillor Dr T Khong enquired as to the opening arrangements at the two sites. The Director of Service advised that the opening arrangements by the Council will be put in place imminently, with the Mayor attending, and that SLM would be hosting an "Oceans of Fun" event at both sites on 10 January 2016, with sporting celebrities also attending.</p> <p>RESOLVED THAT:</p> <p>The progress made be noted by Members.</p>	

The Meeting Closed at 8:58 PM

Agenda Item 16n

MINUTES OF THE MEETING OF THE LEICESTERSHIRE COUNTY COUNCIL HIGHWAYS FORUM FOR OADBY AND WIGSTON HELD IN THE COUNCIL CHAMBER AT THE OADBY AND WIGSTON BOROUGH COUNCIL OFFICES, STATION ROAD, WIGSTON ON THURSDAY 15TH OCTOBER 2015 AT 2.00PM

PRESENT

County Councillors	Borough Councillors
Cllr G A Hart (Chairman)	Cllr D M Carter
Cllr G A Boulter	Cllr I Darr
Cllr M H Charlesworth	Cllr R Fahey
Cllr D A Gamble	
Cllr J Kaufman	

The following also attended the meeting:

County officers present: P Crossland (part), B Holt, L Quincey, S Dann

Borough officer present: J Carr

136. CHAIRMAN'S WELCOME

The Chairman welcomed Members, officers and visitors to the meeting.

137. APOLOGIES FOR ABSENCE

Apologies for absence were received from County Cllr H E Loydall and Borough Cllrs K Loydall, K Chalk and Mark Hall (O&W DC).

138. URGENT ITEMS

There were no urgent items.

139. DECLARATIONS OF INTEREST

There were no declarations of interest.

140. MINUTES OF THE PREVIOUS MEETING

Cllr G A Boulter CC asked for feedback on the sealing of the road surface on Bell Street and he hoped that operatives had made sure the road surface was cleaned before sealing. Mr Holt responded that the sealing of the road had started a week ago and, starting at the bottom of the road and working up.

Cllr Boulter updated Members on the improvements on the West Avenue junction as Mr Wright had updated him before the meeting and advised that this was being dealt with.

Cllr Boulter wanted it noting that in paragraph 128 of the minutes of the last meeting, he reported that a previous Assistant Director had stated that there would be a decline in the condition of the network and not Cllr Boulter.

Cllr J Kaufman expressed his thanks to officers for looking at the issues on the bus lane on the A6.

Cllr Kaufman requested some information about the enforcement of the TROs in Oadby town centre. Mr Quincey stated that he would take this back for officers to

investigate and report back to Cllr Kaufman. Mr Holt asked whether cars were parked on the new paved area. Cllr Kaufman stated that there had been many complaints about parking outside the florist and that he thought the paving stones in this area were stronger to accommodate this.

Cllr I Darr advised that there are parking problems near to the bus stop in the area opposite Weatherspoons. These problems affect the buses in the evening and in the day and he requested that something be done about it as this is causing obstructions. Mr Quincey agreed to take this back to officers to investigate and report back to Cllr Darr.

Minutes of the previous meeting held on 7th July 2015 were confirmed and signed as a true record of the meeting.

RECOMMENDATIONS

- i) That officers investigate the enforcement of the TROs in Oadby town and report back to Cllr Kaufman; and
- ii) that officers investigate the parking problems near the bus stop in the area opposite Weatherspoons both in the evening and in the day and report back to Cllr Darr.

141. CHAIRMAN'S UPDATE

There were no items in the papers for the Chairman to update Members on.

142. PRESENTATION OF PETITIONS UNDER STANDING ORDER 36

A petition with 77 signatures from Cllr B Fahey BC will be presented. The petition requests a revision of the highway markings on The Yews, New Street and Stoughton Road in Oadby to tackle car parking abuse by parents

The Chairman asked Cllr Fahey to formally present his petition.

Cllr Fahey presented his petition, the wording used by Cllr Fahey is appended to these minutes for information.

The Chairman confirmed that the issues will be investigated by officers and a report will come to the next meeting on 4th February 2016. Cllr Fahey will be kept advised of the outcomes of the investigations undertaken.

Cllr Kaufman asked that it be noted that investigations have been carried out by officers previously on this following a prior request from Cllr Sarah Dickinson.

The Chairman agreed to accept a petition from Cllr D A Gamble CC on behalf of the residents of Hill Field, Oadby regarding Greenbelt land owned by developers. The Chairman confirmed that this petition will be formally presented at the next meeting and a response will also be brought to the next meeting.

RECOMMENDATIONS

- i) That the petition be noted;
- ii) that a report in response to this petition be brought to the next meeting; and
- iii) that the petition regarding the land at Hill Field, Oadby be formally presented and responded to at the next meeting.

143. REPORT ON THE OUTCOMES OF THE 'HAVE YOUR SAY' EXERCISE ON THE PROPOSED FULL PEDESTRIANISATION OF BELL STREET, WIGSTON

The Forum considered a report by the Director of Environment and Transport on the outcomes of the 'Have your say' exercise on the full pedestrianisation of Bell Street, Wigston. The report was presented by Mr Quincey with a copy filed with the minutes.

Mr Quincey took Members through the report, which follows the recent 'Have your say' consultation exercise. He gave a summary of what the consultation covered and where and how it was publicised. Mr Quincey explained that the exercise generated a very high number of responses and from those responses the vast majority of respondents favoured Bell Street being fully pedestrianised but not for it to be used by cyclists. Mr Quincey also stated that there were a number of objections and a good number that favoured cycling which are detailed in the report and that they should not be overlooked and given serious consideration to.

Mr Quincey explained that the next steps were to discuss the outcomes with the Borough Council which will allow them to make an informed decision on how to take this forward. He went on to say that since writing the report discussions had been held with the Borough Council where it was recommended that if they wanted to pursue fully pedestrianising Bell Street then they could request the County Council to do so under an experimental order. However, he confirmed that it is the County Councils position that cyclists be permitted to use Bell Street if it is fully pedestrianised as banning cyclists would be against one of its key LTP3 objectives of promoting active and sustainable travel.

Mr Kaufman stated that he would welcome this and is happy for the Borough Council to go ahead with the temporary order. He went on to say that he has no problem with cyclists as long as they have a segregated area, as he is concerned about pedestrians with hearing and sight problems, along with the elderly not hearing the cyclists approaching. He would also welcome signs asking cyclists to dismount, especially in shopping areas.

Cllr M H Charlesworth CC also agreed that he was concerned about the cyclists but would not want to hold up the process. He stated that a lot of residents had concerns about cyclists, especially in the shopping areas. He asked officers if a little more work can be done on calculating the number of cyclists, could they speak to the local businesses and establishing what their concerns are, could they ask about the loading areas and calculate how many disabled spaces there are. He stated that there had also been problems with the emergency bollard not going up due to the key being lost.

Cllr Charlesworth stated that he was also happy to go for the temporary order. He asked if all the funding had been used. Mr Quincey confirmed that all the money had been used on officer time, collation and digesting information and producing a report for the Borough Council.

Cllr Boulter also stated that he fully supported the order but although he would like to ban cyclists, he would not want to hold the process up. He would like the process to go ahead as soon as possible as does the Borough Council so he asked if officers have any problems to ensure these are reported to Mark Hall immediately so that they can be overcome.

Cllr D Carter BC stated that he also supported the idea of an experimental order and, as an enthusiastic of cycling, he suggested that cyclists be segregated from the pedestrians. He also suggested that Paddock Street and Frederick Street be reconfigured for cycling although he would not want to hold up the process by these suggestions. He also asked if there was a map of Oadby and Wigston showing the cycling routes.

Mr Crossland thanked Members for their comments and stated that some cyclists will speed through regardless. The concept of shared space is to give and take. He also

stated that the practical approach would be to get the experimental order made and this can then be tweaked if necessary to reflect the above suggestions.

Mr Quincey stated that Bell Street is a key destination and as a cyclist you may want to park in the middle and not at the end of the street. He also stated that there are cyclists who will cycle through there whether or not cyclists are banned.

Cllr Kaufman said that he was amazed that you cannot ban cyclists from an area. He went onto say that we need to realise that people are uncomfortable with shared spaces, he felt that they cause a serious problem for elderly people.

Cllr Darr asked for signage asking for cyclists to dismount. Mr Quincey confirmed that the signs are already in place but some cyclists ignore the signs.

Cllr Charlesworth asked officers to move this forward and to talk to Mark Hall. He also asked if this could be done before Christmas.

Mr Crossland agreed to note this request and officers will endeavour to see if we can work towards this.

Mr J Carr stated that Mark Hall had confirmed that the funding had been earmarked. He also stated that the problems with the bollard have been sorted now as officers had discussed this with the emergency services and a key safe pad is now going to be installed.

RECOMMENDATIONS

- i) That the report of the Director of Environment and Transport be noted; and
- ii) that officers take on board Member's comments.

144. 2015/16 MAINTENANCE AND IMPROVEMENTS PROGRAMMES – INFORMATION ITEM

Members noted the report.

145. PROGRAMME OF TRAFFIC REGULATION ORDERS AND SIGNING AND LINING SCHEMES – CURRENT POSITION – INFORMATION ITEM

Members noted the report.

146. ON-GOING ACTION STATEMENT

There were no outstanding on-going actions.

147. ITEMS FOR FUTURE DISCUSSION

The Chairman asked Members to submit any items that they want considered at a future meeting in writing to Sue Dann within 10 days of the date of the meeting. Items for the agenda can be e-mailed to sue.dann@leics.gov.uk

148. ANY OTHER ITEMS THE CHAIRMAN HAS DECIDED IS URGENT

There were no urgent items.

149. DATE OF MEETINGS IN 2016

The Chairman confirmed the dates of the meetings in 2016 as follows:

4th February

5th July

4th October

All meetings to be held in the Council Chamber at Oadby and Wigston Borough Council offices and will commence at 2.00pm.

150. CHAIRMAN'S CLOSING REMARKS

The Chairman thanked Members and officers for their attendance at the meeting.

15th October 2015

Chairman

2.00 – 2.50

Date

Agenda Item 16o

**MINUTES OF A MEETING OF THE DEVELOPMENT CONTROL COMMITTEE HELD
AT THE COUNCIL OFFICES, WIGSTON ON THURSDAY 22 OCTOBER 2015
COMMENCING AT 7:00 PM**

<u>IN ATTENDANCE:</u>		
Chair - L A Bentley Vice Chair - Mrs L M Broadley		
COUNCILLORS:		
G S Atwal R F Eaton R E R Morris	G A Boulter Mrs S Z Haq B Fahey	F S Broadley J Kaufman Mrs S B Morris
OFFICERS IN ATTENDANCE:		
C Forrett	S Dukes	S Ball
OTHERS IN ATTENDANCE:		
Ms S Mistry	P Harkin	

Min Ref.	Narrative	Officer Resp.
30.	APOLOGIES FOR ABSENCE An apology for absence was received from Councillors E Barr, D M Carter, B Dave, D A Gamble, Dr T Khong and Mrs H E Loydall. An additional apology for absence was received from Councillor Ms A R Bond who was the intended substitution for Councillor B Dave.	
31.	DECLARATIONS OF SUBSTITUTIONS Councillors Mrs S B Morris and B Fahey substituted for Councillors D M Carter and Dr T Khong, respectively.	
32.	DECLARATIONS OF INTEREST Councillor Mrs S B Morris declared she was a Director of the Multi-Academy Trust incorporating Abington High School and Councillor G A Boulter declared he was a former Associate Governor of Guxlaxton College, both in respect of application number 15/00316/FUL. Councillor Mrs S Z Haq declared she knew of the applicant in respect of application number 15/00259/FUL. Councillor R E R Morris declared that he was aware of application number 15/00316/FUL due to the family relationship between himself and Councillor Mrs S B Morris. Both Members confirmed they attended the meeting with an open mind.	
33.	PETITIONS AND DEPUTATIONS None.	

34.	MINUTES OF PREVIOUS MEETING HELD ON 16 JUNE 2015	
	<p>RESOLVED THAT:</p> <p>The minutes of the previous meeting of the Committee held on 16 June 2015 be taken as read, confirmed and signed.</p>	
35.	FEES AND CHARGES 2016/17	
	<p>The Committee gave consideration to the report and appendices (at pages 4 - 9) as delivered by the Planning Control Manager which should be read together with these minutes as a composite document.</p> <p>It was added that the advertising fees for the digital display screens as detailed in the report (at page 9) should include a 20% rate of VAT.</p> <p>RESOLVED THAT:</p> <p>The proposed scale of fees and charges for 2016/17 be recommended to the Policy, Finance and Development Committee on 27 October 2015 for approval.</p>	
36.	REPORT OF THE PLANNING CONTROL MANAGER	
	<p>The Committee gave consideration to the report and appendices (at pages 10 - 45) as jointly-delivered by the Planning Control Manager and Planning Officer, together with the supplementary agenda update (at pages 1 - 2) as circulated at the meeting, which should be read together with these minutes as a composite document.</p> <p>1. Application No. 5/00259/FUL - 9 Glebe Road</p> <p>The speaker for the applicant, Ms S Mistry, stated that considerable improvements had been made to the application. This included the reduction of the garage extension's projection, the increase in boundary distance to the adjacent properties and the retention of trees at the site's side boundary. It was acknowledged that the proposed double-garage door was a modern feature although remained consistent with other property' installations in the conservation area. She summarised that the amendments made served to improve the appearance of the property in the street scene and within the conservation area setting.</p> <p>The Planning Officer summarised the revisions at A-C as detailed in the report (at pages 11 - 21) and the agenda update (at page 1), including the additional letters of representation received. It was confirmed that the proposed development was now considered acceptable to the character and appearance of the conservation area and street scene.</p> <p>Councillor Mrs S B Morris enquired as to whether the property was to constitute two-dwellings. The Planning Officer advised that, although there was a secondary access, condition 5 detailed in the report (at page 19) proscribed a second dwelling. The Member further asked whether the cladding was to incorporate real timber. The Planning Officer stated details of all materials to be used externally were to be</p>	

submitted and approved as per condition 2 (at pages 18 - 19).

Councillor G A Boulter enquired as to whether the trees at the site boundary were sufficiently protected by planning conditions. The Planning Officer advised that condition 4 detailed in the report (at page 19) provided sufficient protection measures, in addition to the residual protections afford to any non-specific tree outside the scope of the application due to the property's location within the conservation area.

Councillor Mrs S Z Haq commended the applicant's expediency in addressing the objections.

Councillor B Fahey asked enquired as to why the proposed south extension set in from the boundary was agreed at 7, as opposed to 8 to 10, meters. The Planning Officer advised that, on balance, the agreed distance achieved the same purpose of reducing any adverse impact.

UNANIMOUSLY RESOLVED THAT:

The application be permitted subjected to the obtaining conditions.

2. Application No. 15/00287/FUL - 11 Southmeads Close

The Planning Officer summarised the revisions at A-C as detailed in the report (at pages 22 - 34) and the agenda update (at page 2) as to the footprint, positioning and design of the dwelling, together with six letters of representation. He added that the applicant was the new landowner and that the permission previously permitted by this Committee (12/00387/FUL) expired on 14 December 2015. It was confirmed that application had now been amended to reflect the original approved scheme, aforementioned, with the same conditions attached thereto.

Councillor R E R Morris raised a concern as to the proposed trenching of the drainage runs detailed in the report (at page 24) insofar as the damage likely to be sustained to the root systems of affected trees. The Planning Officer advised that this concern no longer featured in the revised scheme and that condition 7 detailed in the report (at page 19) provided adequate provision to preclude any potential damage.

UNANIMOUSLY RESOLVED THAT:

The application be permitted subjected to the obtaining conditions.

3. Application No. 15/00316/FUL - Abington High School

The speaker for the applicant, Mr P Harkin, stated that the application incorporated three notable aspects, namely: (i) the erection of two single-storey extensions linking the existing Bushloe and Abington buildings; (ii) the creation of a single entrance and exit point to ease the on-site circulation of vehicles and traffic congestion on Station Road; and (iii) the completion of external-visual alterations to existing buildings to provide for an overall coherent site theme. It was said that minimal landscaping works were required to the site frontage, incurring a loss of only a small number of trees not otherwise TPO-protected and that the

	<p>proposed car-parking facilities where to be maintained at existing levels.</p> <p>Councillor Mrs S B Morris described the overarching design-principle of the application was to provide pupils with an inclusiveness learning environment by creating “one building” thus enriching the education of its young people within the Borough. She further commended the creation of a single entrance and exit point as a betterment for the same reasons aforementioned, in addition to enhancing the security the site. She noted that those trees removed would be replaced, accordingly.</p> <p>Councillor G A Boulter sought assurances that the trees fronting Station Road were adequately protected and that a tree-replanting scheme be formally introduced. It was suggested that soft-surfacing be considered in respect of the proposed car-parking amenities. He further opined that the applicant be mindful as to the supposed presence of bats, great crested newts and muntjac deer on-site as protected wildlife species.</p> <p>Councillors Mrs S B Morris and G A Boulter vacated the Council Chamber at 07:51 PM.</p> <p>The Planning Control Manager summarised the proposals as detailed in the report (at pages 35 - 44) and the agenda update (at page 2), commending the proposal's linkage design, its limited impact on neighbouring properties and improvement to access arrangements. He advised that most trees fronting Station Road were protected under a Tree Preservation Order (TPO/0303/GROUP). It was said that soft-surfacing of the car-parking amenities would be submitted to the applicant for their consideration. He further reported that no evidence had been received to suggest any adverse ecological impact.</p> <p>Councillor Mrs S Z Haq sought further clarification as to the proposed access arrangements. The Planning Control Manager stated that a single entrance point was to be sited at the existing Abington school entrance on Station Road and a single exit point sited opposite Manor Road, with the Guthlaxton entrance retained for service-vehicles.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>The application be permitted subjected to the obtaining conditions.</p>	
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The Meeting Closed at 7:58 PM

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CHAIR

THURSDAY 19 NOVEMBER 2015

**MINUTES OF A MEETING OF THE POLICY, FINANCE & DEVELOPMENT
COMMITTEE HELD AT THE COUNCIL OFFICES, WIGSTON ON TUESDAY, 27
OCTOBER 2015 COMMENCING AT 7:10 PM**

<u>IN ATTENDANCE:</u>		
Chair - Mrs S B Morris Vice Chair - D A Gamble		
COUNCILLORS:		
G S Atwal	E Barr	L A Bentley
G A Boulter	B Fahey	J Kaufman
Dr T Khong	R E R Morris	
OFFICERS IN ATTENDANCE:		
Mrs A E Court	M Hone	A Thorpe
P Loveday	Ms A Pathak-Mould	S Ball
OTHERS IN ATTENDANCE:		
A Persuad		

Min Ref.	Narrative	Officer Resp.
36.	APOLOGIES FOR ABSENCE	
	An apology for absence was received from Councillors J W Boyce, M L Darr, B Dave, Mrs L Eaton and K J Loydall.	
37.	APPOINTMENT OF SUBSTITUTES	
	Councillor Dr T Khong substituted for Councillor B Dave.	
38.	DECLARATIONS OF INTEREST	
	None.	
39.	PETITIONS AND DEPUTATIONS	
	None.	
40.	MINUTES OF THE LAST MEETING HELD ON 22 SEPTEMBER 2015	
	RESOLVED THAT: The minutes of the previous meeting of the Committee held on 22 September 2015 be taken as read, confirmed and signed.	
41.	ACTION LIST	
	The Head of Finance reported that 'Min Ref 6. Action List – Building Control' (at page 6) has been duly actioned and circulated to Members.	

	<p>RESOLVED THAT:</p> <p>The Action List be noted by Members.</p>	
42.	<p>INTERNAL AUDIT PROGRESS REPORT 2015/16</p> <p>The Committee gave consideration to the report and appendices (at pages 7 - 28) as jointly-delivered by the Interim Section 151 Officer and Audit Manager at CW Audit Services, Mr Anand Persaud, which should be read together with these minutes as a composite document.</p> <p>The Audit Manager summarised the sections of the appendix (at pages 9 - 28). He reported that the Audit Plan for 2015/16 was to include 26 planned reviews and, as of September 2015, two final and two draft reports were at varying stages of completion. It was noted that half of the outstanding recommendations were yet to be implemented and that a concentrated effort was needed to address this. He added that the smooth progression of the Plan's delivery would enable it to be completed by the year-end in consultation with the Section 151 Officer.</p> <p>Councillor G A Boulter noted the importance of the internal audit process to identify areas of concern. He was hopeful that the new interim appointee would see the report progressed with an update expected at the next meeting of this Committee on 02 February 2016.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <ul style="list-style-type: none"> (i) The content of the Progress Report for 2015/16 be noted by Members; and (ii) The internal audit contract with CW Audit Services be extended until 31 March 2017. 	
43.	<p>COMMITTEE BUDGET REVIEW - APRIL TO AUGUST 2015</p> <p>The Committee gave consideration to the report and appendices (at pages 29 - 31) as delivered by the Interim Section 151 Officer which should be read together with these minutes as a composite document.</p> <p>The Interim Section 151 Officer reported an estimated projected increase in spend of £119,350. He summarised the two reasons for the changes in the projected outturn as set out in the report (at page 29).</p> <p>RESOLVED THAT:</p> <p>The current position be noted by Members.</p>	
44.	<p>OVERALL BUDGET POSITION - APRIL TO AUGUST 2015</p> <p>The Committee gave consideration to the report and appendices (at pages 32 - 35) as delivered by the Head of Finance which should be read together with these minutes as a composite document.</p> <p>The Head of Finance reported that the General Fund suggested an estimated under spend for the year of £195,000 in approved virements</p>	

	<p>and supplementary budgets as set out in the report (at page 33). A revenue budget supplementary request was also requested due to a fall in the market price of recyclates owing to a discontinuation of a garden waste subsidy from Leicestershire County Council and a faltering in foreign-market purchasing of recyclates. He confirmed that the new deficit on the Housing Revenue Account (HRA) was £ 2,120,866 with a reserve balance of £600,000 and signposted Members to note the Council's Capital Programme as detailed in the appendix (at page 35).</p> <p>Councillor J Kaufman requested that the appendices herewith attached to future reports be formatted and, or, presented in a larger-print font.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <ul style="list-style-type: none"> (i) The current budgetary position on the General Fund, Housing Revenue Account and Capital Programme (Appendix 1) be noted by Members; and (ii) The revenue budget supplementary request at paragraph 3.4 in the report be approved. 	
45.	<p>FEES AND CHARGES 2016/17</p> <p>The Committee gave consideration to the report and appendices (at pages 36 - 61) as delivered by the Interim Section 151 Officer which should be read together with these minutes as a composite document.</p> <p>The Chair stated that external leisure services providers were yet to submit their fees and charges (i.e. up to three months before the start of the financial year) in accordance with the contract, further advising that these would be submitted to a subsequent meeting of this Committee.</p> <p>The Interim Section 151 Officer reported that the default position had increased by 1.0% commensurate to the Retail Price Index (RPI). He drew Members' attention to the details for individual service-areas as set out in the report (at pages 37 - 38) and stated that a planned benchmarking exercise for Corporate Services was to be undertaken in the new year and incorporated into the 2017/18 charges. It was said that an increase by an amount consistent with RPI at July 2015 was to be made to the Allotments area effective as of 30 September 2016.</p> <p>Councillor J Kaufman asked whether Members were to be consulted on future charges in respect of Parklands Leisure Centre and Wigston Swimming Pool. The Director of Services advised that related-charges were to be submitted up to three months before the start of the financial year and that off-peak discount rates were to apply.</p> <p>RESOLVED THAT:</p> <p>The proposed scale of fees and charges for 2016/17 be approved.</p> <p>Votes For 6 Votes Against 0 Abstentions 4</p>	

<p>46.</p>	<p>BUDGET STRATEGY 2016/17 - 2017/18</p> <p>The Committee gave consideration to the report and appendices (at pages 62 - 83) as delivered by the Interim Section 151 Officer which should be read together with these minutes as a composite document.</p> <p>The Interim Section 151 Officer summarised the update of the Council's projected annual financial position during 2016/17 and 2017/18 as outlined in the report, including the updated projections following announcements in March 2015 since the Medium Term Financial Strategy (MTFS) report (at pages 62 - 65). He also outlined the initial proposals for the preparation of budgets for 2016/17 onwards (at pages 65 - 69). He acknowledged that the current austerity climate was challenging and that the Strategy was intended to confirm the continued resilience of this Council whilst providing excellent service-delivery.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <ul style="list-style-type: none"> (i) The latest financial projections be noted by Members; (ii) The draft budget strategy set out in the report be considered; and (iii) The principles set out in the report to form the basis of the budget strategy for the financial years 2016/17 and 2017/18 be approved. 	
<p>47.</p>	<p>RESIDENT FORUM BUDGET POSITION AND ALLOCATION REQUESTS</p> <p>The Committee gave consideration to the report and appendices (at pages 84 - 89) as delivered by the Interim Section 151 Officer which should be read together with these minutes as a composite document.</p> <p>The Interim Section 151 Officer signposted Members' to the current Residents' Forums' budget allocations (at page 84), the rules set forth in respect of the same (at page 85) and the requests made at the their latest respective meetings (at page 86) as set out in the report.</p> <p>Councillor B Fahey raised two concerns regarding the poor publicity of the three Resident Forums and that their budget allocations did not necessarily reflect the potential scope of Forum membership. The Chair acknowledged that there was scope for improvement in these respects.</p> <p>Councillors G A Boulter, J Kaufman and D A Gamble emphasised the importance of the three Resident Forums as mechanisms for local residents to self-determine their own action points in terms of identifying and supporting worthwhile causes with no Councillor influence or involvement. It was also reported that the Forums enjoyed the highest rates of comparative attendance throughout the County. It was suggested that any feedback or suggestions from Members be raised directly with the Community Engagement Officer, Veronika Quintyne.</p> <p>Councillor G A Boulter asked whether the funds had been spent in respect of the Uplands Park Footpaths request as identified in the appendix (at page 89). Councillor D A Gamble answered affirmatively.</p> <p>RESOLVED THAT:</p>	

	<p>(i) The position of the Forum's budget be noted by Members; and</p> <p>Votes For 6 Votes Against 0 Abstentions 4</p> <p>(ii) The allocations requested by the Forums as set out below be approved; and</p> <p>Votes For 6 Votes Against 0 Abstentions 4</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>(iii) The spending guidelines as set out at paragraph 3.2 of the report as amended be affirmed.</p> <p>The Chair advised that third resolution was to be confirmed by the Chief Executive, Mark Hall by week commencing 02 November 2015.</p>	
48.	<p>RISK MANAGEMENT UPDATE</p> <p>The Committee gave consideration to the report and appendices (at pages 90 - 100) as delivered by the Head of Finance which should be read together with these minutes as a composite document.</p> <p>The Head of Finance confirmed that there have been no additions and, or, amendments to the Strategic Risk Register and the next review dates for all risks have been noted in the appendix (at pages 92 - 100).</p> <p>RESOLVED THAT:</p> <p>The review of the Strategic Risk Register be noted by Members.</p>	
49.	<p>FUTURE FUNDING FOR SUPPORTING LEICESTERSHIRE FAMILIES (SLF)</p> <p>The Committee gave consideration to the report and appendices (at pages 100 - 102) as delivered by the Head of Community which should be read together with these minutes as a composite document.</p> <p>The Head of Community re-familiarised Members with the pooled-budget and partnership/local arrangements of the SLF initiative as set out in the report (at pages 100 - 101). She further reported that a meeting of the SLF Working Group on 29 September discussing the value of the partnership and programme, Jane Moore (Head of Service at Leicestershire County Council) delivered a service presentation and an annual service report. It was particularly noted that a total of 35 families have been worked with in the Oadby and Wigston locality alone representing a £129,395 service-value alongside the benefits of partnership work. It was therefore agreed at the meeting that a further 3 year financial commitment be maintained by this Council at the same</p>	

	<p>level as previously at £23,000 per year, subject to the recommendation at 1.2 of the report being resolved before this Committee (at page 101). This was said to include an “in-kind” contribution to the programme of officer support, accommodation and parking in return for three workers and a team leader working in partnership with other service-areas.</p> <p>Councillor G A Boulter welcomed the report and commended the SLF’s well-intentioned initiative and good return on the Council’s contribution.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <ul style="list-style-type: none"> (i) The performance of the SLF programme in the Oadby Wigston locality ne noted by Members; and (ii) A further 3 years of funding to be maintained at the same level as previously at £23,000 per year be approved. 	
50.	<p>ADVISORY SERVICES IN THE BOROUGH - SHORT TERM INTERIM ARRANGEMENTS</p> <p>The Committee gave consideration to the report (at pages 103 - 104) as delivered by the Director of Services which should be read together with these minutes as a composite document.</p> <p>The Director of Services reported the existing advisory contract with the Citizens Advice Bureau (CAB) was resolved by Members at a meeting of this Committee held on 21 July 2015 to allow to lapse at the end of its contract period on 31 July 2015. Members were advised that the outstanding unspent balance from 2015/16 for the provision of these services would be utilised to fund any short term interim requirements.</p> <p>Councillor G A Boulter welcomed the report and appealed for more, long-term permanent arrangements to be put in place in due course.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>Delegated authority be granted to the Chief Executive in consultation with the Chair of the Policy, Finance and Development Committee and the Leader of the Council in order to put in place short-term interim arrangements in relation to advisory services in the Borough.</p>	
51.	<p>HOUSING BUSINESS PLAN UPDATE</p> <p>The Committee gave consideration to the report and appendices (at pages 105 - 117) as delivered by the Head of Community which should be read together with these minutes as a composite document.</p> <p>The Head of Community summarised the update in respect of the progress made in implementing the Housing Revenue Account’s (HRA) 30 year business plan, noting a number of changes to Central Government policy impacting on the HRA going forward. This included a new social housing policy with rents reducing by 1% per annum for the next four years and the impact of the recently published Housing Bill. This was said to affect the Right to Buy scheme being brought into the Housing Association sector and the introduction of a levy on Councils,</p>	

	<p>based on stock values in addition to the moving of higher earning tenants to market rent levels. The assumptions around these were said to be set out in the attached appendix (at pages 107 - 115) together with the half-year protections by consultants (at pages 116 - 117). It was said that the HRA Business Plan was nonetheless fully viable.</p> <p>Councillor G A Boulter commended the value of the self-financing settlement to ensure financial autonomy and good service-delivery. He raised a concern regarding the redefinition and use of sales to support the Housing Associations and the unpredictability of increasing the housing stock. He further requested that a seminar be held on the subject of new build properties offered under the Right to Buy scheme.</p> <p>RESOLVED THAT:</p> <p>The report be noted by Members.</p>	
52.	<p>REQUEST FOR HOUSING BENEFIT OVERPAYMENT WRITE OFF</p> <p>The Committee gave consideration to the report (at pages 118 - 119) as delivered by the Interim Section 151 Officer which should be read together with these minutes as a composite document.</p> <p>The Interim Section 151 Officer advised Members that an amount exceeding £10,000 required a resolution from this Committee in accordance with Council policy. He summarised the reasons as to why the debt was uncollectable as set out in the report (at page 30) noting that a write up was possible should the debtor's circumstances change.</p> <p>Councillor G A Boulter clarified that the write off procedure was a simple paper exercise assigned to the Council and attributable to the debtor.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>The write off of an overpayment of Housing Benefit in the sum of £15,815.05 be authorised.</p>	
53.	<p>ADOPTION OF OPEN SPACES IN OADB Y</p> <p>The Committee gave consideration to the report and appendices (at pages 120 - 122) as delivered by the Director of Services which should be read together with these minutes as a composite document.</p> <p>RESOLVED THAT:</p> <ul style="list-style-type: none"> (i) The disposal of each of the open spaces identified in the report to this Committee held on 22 July 2015 be noted by Members; (ii) The process in respect of the open space at Florence Wragg Way, Oadby being transferred to the Council by way of gift be specifically noted by Members. <p>Votes For 7 Votes Against 0 Abstentions 3</p>	

54.	<p>ASSET OF COMMUNITY VALUE NOMINATION</p> <p>The Committee gave consideration to the report and appendices (at pages 123 - 128) as delivered by the Planning Policy and Regeneration Manager which should be read together with these minutes as a composite document.</p> <p>The Planning Policy and Regeneration Manager reported that the Borough's was in receipt of its first nomination made by the Leicester Campaign for Real Ale (CAMRA) to list The Cow and Plough in Oadby as an Asset of Community Value (ACV). He summarised the application that had been submitted by CAMRA, the regulations governing the Council's decision-making in respect of Nominated Assets (NA), the obligations incumbent upon asset owners and the rights of nominating or eligible groups as set out in the report (at pages 123 - 127).</p> <p>Councillor L A Bentley enquired as whether the confirming of an ACV afforded the NA extraordinary planning protection. The Planning Policy and Regeneration Manager advised that ordinary planning rules and procedures would apply subject to the exceptions in respect a change of an ASC building's class use as set out in the report (at page 124).</p> <p>Councillor B Fahey stated that he was not in favour of the NA.</p> <p>Councillor G A Boulter asked whether the nomination process was open. The Planning Policy and Regeneration Manager advised that a community nomination can be made in respect of any public or private asset by any qualifying community or voluntary organisation or group.</p> <p>The Member requested the this Council be mindful of the potential implications arising from asset owners' rights of appeal and enquired as to whether any entry on the ACV Register was subject to timeframes. The Planning Policy and Regeneration Manager advised that a review of the Register before this Committee shall be required every five years.</p> <p>RESOLVED THAT:</p> <p>Subject to there being no representations received that would alter the recommendation, the Nominated Asset (The Cow and Plough, Stoughton Park, Gartree Road, Oadby, LE2 2FB) be confirmed as an Asset of Community Value on the basis that the nomination has been made by a qualifying community group and that the nominated asset "furthers the social wellbeing or social interests of the local community" and, therefore, the asset be included on the Council's Local List of Assets of Community Value Register and the asset be placed on the Local Land Charge Register.</p> <p>Votes For 7 Votes Against 0 Abstentions 3</p>	
55.	<p>PAVILION AT BLABY ROAD PARK, SOUTH WIGSTON</p> <p>The Committee gave consideration to the report and appendices (at</p>	

	<p>pages 129 - 131) as delivered by the Planning Policy and Regeneration Manager which should be read together with these minutes as a composite document.</p> <p>The Planning Policy and Regeneration Manager summarised the proposed extension to the pavilion at Blaby Road Park with reference to the floor plans provided in the appendix (at page 131) and the analysis of the costs involved totalling £250,361 as set out in the report (at pages 129 - 130). He stated this would demand the provision of a sufficiently-sized extension to enable the Council to hire the facility out alongside existing functional and amenity spaces. He stated that the funding-gap of £126,000 was to be sought from local community groups acknowledging further work would be commissioned if endorsed.</p> <p>Councillor R E R Morris welcomed the report commending the efforts of Officers and was hopeful that pro-active steps be taken to engage with community groups so to fully realise the proposal. The Member was also mindful of the fact that it ought not to be the intention of the on-site café to enter into competition with other eateries in the nearby locality.</p> <p>Councillor G A Boulter similarly welcomed the extension's specification and funding arrangements and was hopeful the funds could be raised.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <ul style="list-style-type: none"> (i) The costs of providing an extension to the Pavilion to the specification required ne noted by Members; and (ii) Officers approaching local community groups with the plans and costs to enable them to seek funds to support the extension of the building be endorsed. 	
56.	<p>DIGITAL DISPLAY SCREEN - DISCOUNTS</p> <p>The Committee gave consideration to the report (at pages 132 - 133) as delivered by the Director of Services which should be read together with these minutes as a composite document.</p> <p>The Director of Services reported that the installation of digital display screens in Oadby and Wigston town centres had been positively received by local business thus warranting a discounting scheme for advertising as outlined at paragraph 3.3 of the report (at page 132).</p> <p>Councillor L A Bentley asked whether interest had been gauged at the current price-point vis-à-vis a discount. The Planning Policy and Regeneration Manager advised that such interest had been expressed in respect of a longer-term discount scheme for business advertising.</p> <p>Councillor B Fahey enquired as to whether the Council was in receipt of any advertising income. The Planning Policy and Regeneration Manager advised that businesses were due for invoicing imminently.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>A discounting scheme for advertising on the digital display screen as</p>	

	set out in paragraph 3.3 of the report be approved.	
57.	<p>SOCIAL MEDIA POLICY</p> <p>The Committee gave consideration to the report (at pages 134 - 136) as delivered by the Director of Services which should be read together with these minutes as a composite document.</p> <p>The Director of Services stated that purpose of the policy and plan served to improve the social-media presence of the Council in respect of the better e-sharing of information and the implementation of necessary safeguards to ensure acceptable and responsible usage.</p> <p>Councillor G A Boulter questioned the inclusion of Street Life as a social-media platform due to its previous dismissal. The Director of Services advised that further information was due and the report would be brought back to the next meeting of this Committee on 02 February 2016 for resolution. The Chair and Councillor G A Boulter requested that the report set out a plan to increase the number of Twitter followers and how various platforms were to be kept up-to-date, respectively.</p> <p>Councillor R E R Morris enquired as to what platforms would be integrated and in such a way to ensure its compliant use (i.e. in terms of young people access permissions) of the Youth Council. The Head of Community advised that the Youth Council's Twitter account (@OWYC) would be incorporated and administered by the Young Persons Co-ordinator, Mark Smith and that safeguarding process were needed to address the question of access permissions. The success of the Community Safety Partnership's (@OWCommSafety) and Local Police's (@LPOadbyWigston) Twitter accounts was also commended.</p> <p>RESOLVED THAT:</p> <p>The proposals within the report as the basis for a Social Media Policy be deferred to the next meeting of this Committee on 02 February 2016.</p>	
58.	<p>HARBOROUGH LOCAL PLAN OPTIONS CONSULTATION</p> <p>The Committee gave consideration to the report (at pages 137 - 139) as delivered by the Planning Policy and Regeneration Manager which should be read together with these minutes as a composite document.</p> <p>The Planning Policy and Regeneration Manager directed Members' attention to the Options Consultation Paper in respect of a new Local Plan for Harborough district (at page 137) and summarised the comments at paragraphs 3.3 to 3.10 of the report (at pages 137 - 139).</p> <p>Councillor D A Gamble requested the Chair write to Harborough District Council outlining this Council's objections to any development on the Green Wedge land between Great Glen and Gorse Lane, Oadby.</p> <p>RESOLVED THAT:</p> <p>The comments set out in paragraphs 3.3 to 3.10 of the report as Oadby</p>	

	<p>and Wigston Borough Council's formal response to the Options Consultation Paper be approved.</p> <p>Votes For 6 Votes Against 0 Abstentions 4</p>	
59.	<p>EXCLUSION OF THE PRESS AND PUBLIC</p> <p>RESOLVED THAT:</p> <p>The press and public be excluded from the remainder of the meeting in accordance with Section 100(A)(4) of the Local Government Act 1972 (Exempt Information) during consideration of the item below on the grounds that it involved the likely disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12A of the Act and the public interest in maintaining the exempt items outweighed the public interest in disclosing the information.</p>	
60.	<p>41-43 CANAL STREET, SOUTH WIGSTON</p> <p>Members had a discussion <i>in camera</i> in respect of the restricted item.</p>	

The Meeting Closed at 8:58 PM

**MINUTES OF A MEETING OF THE CHILDREN AND YOUNG PEOPLE'S FORUM
HELD AT THE COUNCIL OFFICES, WIGSTON ON WEDNESDAY, 28 OCTOBER
2015 COMMENCING AT 7:00 PM**

IN ATTENDANCE:

Councillor R E R Morris – Chairman

Councillors L A Bentley, Miss M V Chamberlain, Mrs S B Morris,
Ms A R Bond, Mrs S Z Haq

Also in Attendance:

M Smith (Young Persons Co-ordinator, OWBC)
G White (Youth Offending Service, IMPACT Team)
PCSO L Browne (Leicestershire Constabulary, South Leicester NPA)
L Taylerson-Whyte (O&W Youth Council), J Advani (O&W Youth Council)
B Gohil (O&W Youth Council)

Min Ref.	Narrative	Officer Resp.
71.	<p><u>APOLOGIES</u></p> <p>None Received.</p>	
72.	<p><u>MINUTES OF PREVIOUS MEETING</u></p> <p>RESOLVED: That the Minutes of the Forum held on 25 February 2015 be taken as read, confirmed and signed.</p>	
73.	<p><u>POLICE UPDATE</u></p> <p>PCSO L Browne provided the forum with an update on youth related policing activities in the Borough. The update included;</p> <ul style="list-style-type: none"> ▪ Oadby <ul style="list-style-type: none"> ▫ The Oadby Beat Team had been focussing as late on reported ASB incidents taking place in the car park of Sainsbury's on the A6. These reports have reduced recently. ▫ The Oadby Beat Team has been able to engage with young people in the area more as the number of opportunities for engagement have increased. ▫ Beauchamp College students have recently undertaken training opportunities offered to them to become 'Community Champions'. This will allow them to support police volunteers etc. at community events in the Borough. ▪ Wigston <ul style="list-style-type: none"> ▫ Since the last JAG meeting (5 Oct 2015) there have been no reports of ASB incidents received from the McDonalds/Junction Road area. This has previously been a hotspot for youth related ASB. ▫ A couple of minor ASB incidents have been reported to the police and summarily dealt with. ▫ The Wigston Working Group, set up to look at creating 	

	<p>opportunities for young people and setting up related provisions, will be continuing with M Smith taking over the chair from G White. The Group will be continuing to look for alternate funding streams for provisions.</p> <ul style="list-style-type: none"> ▫ Other youth related incidents reported to the police in Wigston include food being thrown around on Bell Street and in Little Hill. A report of young people climbing on factory roofs at Manor Street had also been received. ▫ A further report of an older man being bullied by young people on Willow Park was also investigated. <ul style="list-style-type: none"> ▪ South Wigston <ul style="list-style-type: none"> ▫ The 'Police Cadet' scheme is now up and running at South Leicestershire College. ▪ Borough Wide <ul style="list-style-type: none"> ▫ A 'Celebrate Safely' presentation is being rolled out at all schools across the Borough; the purpose of this presentation is to help young people remain safe during Halloween, Diwali and Bonfire Night celebrations. ▫ Presentations around the dangers of 'Cyber Crime' are also being rolled out. 	
74.	<p><u>YOS IMPACT Team Update</u></p> <p>G White provided the forum with an update on the work of the YOS IMPACT Team in the Wigston area since February 2015.</p> <p>The IMPACT Team work with young people at risk of committing, or are committing, ASB with referrals often made to them via the JAG meeting. Since February the team have been working in Wigston around the McDonalds/Junction Road area where there are reports of youth related ASB regularly being made on a Friday and Saturday night.</p> <p>To work toward reducing the level of reported ASB a working group was set up which includes representation from the IMPACT Team, OWBC, the Community Action Partnership, Voluntary Action Leicestershire, Stars, the Police and local residents and businesses (El Cafe).</p> <p>One of the first tasks to come out of the working group was the implementation of a consultation with the young people frequenting the McDonalds/Junction Road area. This consultation provided a snapshot of the youth provision desired by a small group of disengaged young people. The majority of those consulted (90%) stated they would use a 'youth cafe' if one were set up in the area. 40% stated they were interested in participating in music workshops, another 40% stated they would like to see provision that includes cooking and sporting activities and 30% would like to see an arts & crafts project developed.</p> <p>These responses helped shape the diversionary activities that were then delivered over 12 weeks using El Cafe as a base. Jane Morris from the Boulter Crescent Community Flat put forward some funding towards this 12 week project to allow it to go ahead. Additional funding for furthering the work has also been proposed by McDonalds however this is yet to occur.</p> <p>The IMPACT Team has also delivered 'Building Positive Relationship' training to McDonald's staff. The training includes basic working with young</p>	

	<p>people advice and 'de-escalation' techniques and was well received.</p> <p>Between April and May the IMPACT Team also ran a 6 week sports project on Willow Park, Wigston which culminated in a football match versus representatives of the local policing unit. This project ran on a Wednesday evening and regularly attracted 50+ young people.</p> <p>Between 1 December 2014 and 20 February 2015 there were 10 reported incidents of youth related ASB around the McDonalds/Junction Road area. This figure dropped to 9 incidents between March and May and dropped again to 5 incidents between June and August. Other diversionary activities, such as additional football and basketball session organised by Kane Radford, OWBC's Physical Activities Development Officer, and seasonal trends (cold winter nights dispersing young people) will also have contributed to these reductions.</p> <p>The IMPACT Team will now be moving out of the Wigston area in the near future although the working group will continue to meet, undertake a needs analysis and develop additional youth provision in the area. As part of this the working group will be looking at increasing its engagement with local schools, developing joint funding opportunities and increasing the use of existing facilities in the area.</p> <p>G White went on to talk about how the Youth Offending Service is in the middle of a restructuring exercise and how this is likely to effect the IMPACT Team. The restructuring exercise is the result of the YOS budget being reduced by £60,000.00; this will result in reductions to both staffing levels and hours across the County although the consultation exercise relating to the restructure is still ongoing.</p> <p>G White stated he is happy with the outcomes from the work undertaken in the area and that is could be viewed as a "mini success story".</p> <p>Members stated that the IMPACT Team could, in view of the coming budget cuts, be viewed as "victims of their own success"; this is due to the team having reduced the amount of ASB present meaning the demand for the team is not as high. Members posited that the increase in ASB the area had recently seen could be attributed to the lack of projects for young people.</p> <p>Members then enquired as to how the IMPACT Team could be brought back into the area. G White replied that the IMPACT Team's presence in the area was due to a referral that, due to the success, was now closing and that to have the team return another referral, with demonstrated need, would need to be made to them.</p> <p>Members expressed a sadness that "County Hall doesn't want to invest in young people" and wished "that this Borough could be responsible for its young people". "This is a time to build on success and not cut budgets."</p> <p>A selection of additional sources of funding for the working group to look into were suggested by members; these included the Wigston Traders, the Sainsbury Trust, the Rowntree Trust, the Bourneville Trust and</p>	
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	crowdfunding. It was also suggested that other businesses in the Bell Street area are approached to support new projects for young people.	
75.	<p><u>Youth Council Update</u></p> <p>L Taylerson-Whyte and J Advani, Chair and Vice Chair of the Oadby & Wigston Youth Council respectively, gave an update on the work of the Youth Council since February 2015.</p> <p>The update included a number of events the Youth Council had attended in this period as a means of promotion, such as the Brocks Hill Garden Party and the South Wigston Community Fun Weekend, and how it had been difficult at these events to recruit for the Youth Council as young people in the target age range were underrepresented at them.</p> <p>J Advani went on to speak about the Youth Council's ongoing Arriva campaign; this has faced a slight setback as of late due to a new manager, unbeknownst to the Youth Council, coming into post at the Arriva depot in South Wigston. Contact is now being sought with the new manager to continue the existing campaign.</p>	
76.	<p><u>'Supersonic Boom' Review</u></p> <p>L Taylerson-Whyte and J Advani spoke about the success of this year's Supersonic Boom youth festival and highlighted some of the feedback that had been received from stall holders, acts and attendees alike. This feedback included positive response to starting the event an hour later than usual, at one o'clock instead of noon, which allowed for a bigger crowd to gather much earlier in the event's duration than in previous years.</p> <p>It was mentioned that, had it not been for the poor weather rolling in an hour and a half before the end of the event, that this year's Supersonic Boom would have definitely been the biggest, and best, in its history as it was appearing to be.</p> <p>Members expressed their disappointment at the weather on the day of the event but praised M Smith and the Youth Council for the hard work they had put in to organising, and running, this year's event. Members were particularly impressed that the event managed to raise £525.00 for the Derbyshire, Leicestershire & Rutland Air Ambulance despite the shorter duration due to the weather.</p>	
77.	<p><u>'Supersonic DOOM!' Review</u></p> <p>M Smith provided the forum with a review of the 'Supersonic DOOM!' Halloween event that took place at Elizabeth Court, Wigston on Friday, 23 October 2015.</p> <p>The event featured an inflatable climbing wall, 'crazy bikes' and various stalls and was organised primarily by Jane Morris (OWBC's Community Inclusion Officer) and Kane Radford (OWBC's Physical Activities Development Officer). Between 100 and 150 people attended the event and</p>	

	<p>all of the feedback to date regarding it has been positive.</p> <p>It was explained to members that this event, despite being the third event of its kind to be provided in the Borough, was smaller than previous year's events due to the reduced budgets of those who have contributed to the event in the past.</p>	
78.	<p><u>Possible Christmas Event</u></p> <p>M Smith updated the forum on the plan for a Christmas event to be organised for this year. This event, if it were to go ahead, would be funded through the Resident Involvement Budget which has around £3,000.00 available to put toward it. At present the idea of the event would be to mirror the first Halloween event held in the Borough in the sense of providing residents with an outdoor cinema experience.</p> <p>M Smith went on to say that a meeting including himself, Jane Morris, Kane Radford and Veronika Quintyne (OWBC's Community Engagement Officer) as the principle organisers of the event was planned to have taken place before this forum but, unfortunately, had to be cancelled at short notice. The benefit of this cancellation however is that members were able to be invited to provide possible ideas for the event as it was still, effectively, a 'blank slate'.</p> <p>Members suggested, after some debate, that whilst Willow Park would be a good location to hold the event there would be more facilities available if it could be held on Horsewell Lane. This would allow for the facilities in the area, including the pavilion and the Wigston Club for Young People, to be involved as part of the public event leading to a promotion of both their services and the redevelopment of the area.</p> <p>Additionally some members present offered their assistance in running the event if it were to take place. M Smith accepted this offer gratefully.</p>	
79.	<p><u>Community Public Health Grant Scheme Update</u></p> <p>M Smith addressed the forum regarding Oadby & Wigston's 2015/16 allocation of the Leicestershire County Council Public Health Team's 'Community Public Health Grant Scheme' budget.</p> <p>Currently OWBC has £7,010.00 available to allocate to projects that focus on the Borough's four key health priorities; these are Diabetes, Dementia, Substance Misuse and Health Eating. These priorities are set by the Borough's Health and Wellbeing Board.</p> <p>Currently no projects have received funding out of the 2015/16 allocation although three applications for funding have been received and are currently being reviewed. M Smith suspects that the comparatively low intake of funding applications is due to an administrative error at LCC which resulted in OWBC receiving, a commissioning projects out of, its 2014/15 allocation of public health funding late in the financial year; this means that there are currently six ongoing public health projects in the 2015/16 financial year that</p>	

	<p>may have sought funding from the current allocation if they had not received it from the 2014/15 allocation.</p> <p>The slow uptake in funding applications is expected to change as the current projects come to an end and seek funding to continue.</p> <p>Members enquired as to whether schools could apply to access this funding; M Smith confirmed that they are able to do so as well as other community groups and existing projects.</p>	
80.	<p><u>OPCC Commissioning Budget: Mindfulness Project Update</u></p> <p>M Smith provided the forum with an update on the second year of the PCC funded 'Mindfulness Project' operating in the Borough.</p> <p>The Mindfulness Project, commissioned by OWBC, was operated in its first year by the Community Action Partnership (CAP) using a PCC budget designated for three year projects. The purpose of the funding is to develop projects that work with young people either at risk of committing ASB or who are already known to services, such as the Police and the Youth Offending Service, for committing ASB. The Mindfulness Project is the only project of its nature to be funded in the County through the PCC budget.</p> <p>As part of the Mindfulness Project CAP partnered with 'Now Unlimited', a company specialising in the delivery of mindfulness programmes, to develop and deliver the programme. The first year of the project, despite suffering a late start, met expectations and funding was granted by the PCC for this project to continue into the second year.</p> <p>Unfortunately CAP have, this year, decided to scale back their youth and community offer; a decision that impacted directly on the delivery of the Mindfulness Project. If the project could not be delivered then OWBC would not be permitted to allocate the PCC funding to a different project and it would, instead, be distributed to our neighbouring districts.</p> <p>Fortunately it was agreed, as suggested initially by CAP, that Now Unlimited would take on the planning and delivery of the Mindfulness Project themselves rather than partnering with CAP. This allows for the project to retain a sense of continuity in moving forward and, potentially, for participants in year one of the project to mentor those starting in year two.</p> <p>The project programme is currently being redeveloped under Now Unlimited and will be launching later this year. M Smith remains hopeful that on the back of this the third year's funding will be made available to continue with the programme.</p> <p>Should the project complete its second and third years it is hoped that, as the programme will already attract young people from neighbouring districts, that the relevant Council's will be able to provide some match funding into order to continue the project for the foreseeable future.</p>	
81.	<p><u>South Wigston Youth Provision Meetings</u></p>	

	<p>R Morris brought to the forum's attention two public meetings that are occurring at the South Wigston Methodist Church, Blaby Road on Wednesday, 28 October (6pm-8pm) and Thursday, 29 October (12pm-2pm). These meetings have been organised by Jessie Cooke, from The Conservation Volunteers, and Dave Cliffe (from Voluntary Action Leicestershire) in order to look at the current, and required, offer of youth provisions in South Wigston.</p> <p>The forum heard how members of the Youth Council are already in attendance at the Wednesday meeting, to ensure that the voice of young people is heard during the process, and that M Smith will be attending the Thursday meeting. R Morris praised the fact that external organisations, with some backing funding to offer, are seriously looking at the level of provision available in South Wigston.</p>	
82.	<p><u>Any Other Business</u></p> <p>M Smith stated that, in his capacity as a Designated Safeguarding Officer for OWBC, he is currently updating the safeguarding training package for Council staff. As part of this update M Smith enquired as to whether elected members would desire a safeguarding refresher course to be delivered to them to ensure they are up to date on safeguarding advice, procedures and expectations. Members stated that they were very interested in receiving this training once it was available.</p>	

The Meeting Closed at 8:15pm.

Agenda Item 16r



MINUTES OF A MEETING OF THE INDEPENDENT REMUNERATION PANEL

HELD IN THE COUNCIL CHAMBER, OADBYS & WIGSTON BOROUGH COUNCIL OFFICES

ON TUESDAY 3 NOVEMBER 2015

IN ATTENDANCE:

Laurie Faulkner, Panel Member
David Wood, Panel Member
John Whiting, Panel Member
Mark Hall, Chief Executive
Melanie Phillips, Democratic Services Manager, NWLDC

MINUTE REF	AGENDA ITEM	ACTION
15/08	<p>APOLOGIES FOR ABSENCE</p> <p>There were no apologies for absence.</p>	N/A
15/09	<p>MINUTES OF PREVIOUS MEETING</p> <p><u>RESOLVED</u>:- That the minutes of the meeting of the Panel held on 12 October 2015 be approved as a correct record.</p>	N/A
15/10	<p>LEADER'S ALLOWANCE</p> <p>The Panel revisited the issue of the Leader's allowance following discussions at the last meeting. After due consideration of a number of options, it was felt that the additional work undertaken to date by the Leader warranted an honorarium payment at the same rate as that for the current special responsibility allowance i.e £1,000. It was further considered that any additional work undertaken for the second half of the civic year would be considered at a future meeting.</p> <p><u>RESOLVED</u>:-</p> <p>1) That it be <u>RECOMMENDED TO COUNCIL</u>:-</p> <p>That the Leader be awarded an honorarium payment of £1,000 with immediate effect for the additional work undertaken for the period May to October 2015.</p> <p>2) That a further review be undertaken in 6 months time to establish</p>	<p>MH</p> <p>ALL</p>

	whether a further honorarium should be payable for any additional work undertaken during the second half of the civic year.	
15/11	<p>REVIEW OF ALLOWANCE SCHEME</p> <p>Following the last meeting, at which the Panel had requested updated comparative data with which to undertake a benchmarking exercise, the Chairman presented his findings setting out a number of options and showing the causal effect on the budget. He thanked the Democratic Services Manager for providing this information.</p> <p>The proposal included a reduction in the number of different rates paid for Special Responsibility Allowances (SRAs) to just four bands. The Panel unanimously agreed to this simplified banding system. It also considered different options for the basic allowance and weighed up the pros and cons of future proofing the figure. It was concluded that this would present too many limitations given the number of variables which could occur over a four year period.</p> <p>A request was made for details of elected members currently receiving SRAs in order that an impact assessment could be carried out before deciding on the rates of pay for each banding. The Democratic Services Manager agreed to provide this information. <i>This information is appended to these minutes.</i></p> <p>After due consideration it was</p> <p><u>RECOMMENDED:-</u></p> <p>That, with effect from May 2016</p> <ol style="list-style-type: none"> 1) the basic allowance be increased to £4,500 2) the number of different rates allocated to SRAs be reduced to four bandings 3) an impact assessment be carried out before establishing the rates for each of the bandings <p>Once the impact assessment has been carried out and the level of allowances agreed, the recommendations will be referred to Council during Feb/March 2016.</p>	<p>MP</p> <p>ALL</p> <p>MH</p>
15/12	<p>ANY OTHER BUSINESS</p> <p>There was no other business.</p>	
15/13	<p>DATE OF NEXT MEETING</p> <p><u>RESOLVED:-</u> That the next meeting be held at 2.00pm on Thursday 7 January 2016.</p>	ALL

The meeting commenced at 2.15pm and concluded at 3.30pm

[illegible]

**MINUTES OF A MEETING OF THE DEVELOPMENT CONTROL SUB-COMMITTEE
(ENFORCEMENT) HELD AT THE COUNCIL OFFICES, WIGSTON ON MONDAY, 09
NOVEMBER 2015 COMMENCING AT 5:30 PM**

<u>IN ATTENDANCE:</u>		
Chair - L A Bentley		
COUNCILLORS:		
D M Carter	R E R Morris	
OFFICERS IN ATTENDANCE:		
C Forrett	S Robshaw	S Ball

Min Ref.	Narrative	Officer Resp.
18.	APOLOGIES FOR ABSENCE	
	An apology for absence was received from Councillor Dr T Khong.	
19.	MINUTES OF THE MEETING HELD ON 07 SEPTEMBER 2015	
	RESOLVED THAT:	
	That the minutes of the previous meeting of the Committee held on 07 September 2015 be taken as read, confirmed and signed.	
20.	DECLARATIONS OF INTEREST	
	Councillor R E R Morris declared an interest in respect of agenda item 6, case no. 14/00158/UNAWKS insofar as the respondent lives in close proximity to him.	
21.	FORMAL NOTICES SERVED	
	The Sub-Committee gave consideration to formal notices requiring authorisation for service where a breach of planning control had not yet been resolved. These notices are set out in the report (at pages 4 - 7) as jointly-delivered by the Planning Control Manager and Corporate Enforcement Officer and should be read together with these minutes as a composite document.	
	The Corporate Enforcement Officer and Planning Control Manager gave verbal updates on those notices that had been served. It was reported that the section 215 notice had been served in respect of case no. 12/00069/215 and that assurances has been received from the land proprietor that the necessary works were to be completed in due course (at page 4). It was said the Planning Contravention Notice (PCN) had been duly served in respect of case no. 14/00078/UNAUTU (at page 4).	
	Councillor R E R Morris requested an update in respect of case no.	

	<p>13/00084/UNAWK. The Corporate Enforcement Officer reported that the Enforcement Notice (EN) had been served requiring the removal of the air-conditioning units by 31 December ahead of enforcement.</p> <p>Councillor D M Carter requested an update in respect of case no. 13/00117/COND. The Planning Control Manager reported that no work had been hitherto undertaken and that the respondent had until the 16 December to comply. There was no further verbal update to be given.</p> <p>Councillor D M Carter requested an update in respect of case no. 14/00029/UNAUTU. The Planning Control Manager reported that an imminent site visit would ascertain if the respondent has complied.</p>	
22.	<p>EXCLUSION OF THE PRESS AND PUBLIC</p> <p>RESOLVED THAT:</p> <p>The press and public be excluded from the remainder of the meeting in accordance with Section 100(A)(4) of the Local Government Act 1972 (Exempt Information) during consideration of the item below on the grounds that it involved the likely disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12A of the Act and the public interest in maintaining the exempt items outweighed the public interest in disclosing the information.</p>	
23.	<p>FORMAL NOTICES TO BE SERVED</p> <p>The Sub-Committee gave consideration to formal notices to be served where a breach of planning control has not yet been resolved. These notices were set out in the restricted report as jointly-delivered by the Planning Control Manager and Corporate Enforcement Officer and should be read together with these minutes as a composite document.</p> <p>The Planning Control Manager and Corporate Enforcement Officer gave verbal updates on those formal notices which were expected to be served shortly. They recommended that in regards to case no. 14/00072/UNAWK, that the earlier resolution by Members at a meeting of this Committee on 06 July 2015 to commence prosecution proceedings against Leicestershire County Council in respect of unauthorised works to a protected lime tree (T4) be rescinded. It was opined that to pursue any prosecution would entertain a highly probable risk of failure and therefore would not be a prudent use of resources.</p> <p>RESOLVED THAT:</p> <ul style="list-style-type: none"> (i) The report be noted by Members; and (ii) Application no. 14/00072/UNAWK be closed in respect of T4 only and a course of replacement planting be pursued in respect of T5. 	
24.	<p>ITEMS FOR DISCUSSION</p> <p>The Sub-Committee gave consideration to a number of cases which had been live for 90-days or more. These cases were set out in the restricted report as jointly-delivered by the Planning Control Manager</p>	

	<p>and Corporate Enforcement Officer and should be read together with these minutes as a composite document.</p> <p>The Planning Control Manager and Corporate Enforcement Officer gave verbal updates on these cases and Members determined whether they could be closed as no further action was required, or whether unresolved matters warranted them being kept open beyond the 90-day period. Members agreed to close several enforcement cases which had now been resolved and, or, which did not warrant any further action.</p> <p>RESOLVED THAT:</p> <p>(i) The report be noted by Members; and (ii) The following cases be closed:-</p> <ul style="list-style-type: none"> • 14/00054/UNAWK • 15/00003/UNAUTU • 15/00025/UNAWK • 12/00055/COND • 15/00031/UNAUTU • 13/00135/UNAWK • 14/00156/UNAUTU • 15/00017/UNAWK • 13/00036/UNAWK • 13/00107/UNAWK • 13/00164/UNAWK • 14/00164/UNAWK • 15/00073/CONENF • 14/00109/UNAWK 	
25.	<p>LOW PRIORITY CASES</p> <p>The Sub-Committee noted the low priority cases where a breach of planning control had not yet been resolved.</p> <p>RESOLVED THAT:</p> <p>(i) The report be note by Members; and (ii) The following cases be closed:-</p> <ul style="list-style-type: none"> • 15/00100/UNAUTU • 15/00102/UNAWK • 15/00092/UNAWK • 15/00099/UNAWK • 15/00093/UNAWK 	
26.	<p>CLOSED CASES</p> <p>RESOLVED THAT:</p> <p>The report be noted by Members.</p>	

Agenda Item 17a

By virtue of paragraph(s) 1, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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