



Oadby and Wigston Borough Council

TO COUNCILLOR:

G S Atwal
E R Barr
L A Bentley
Miss A R Bond
G A Boulter
J W Boyce
Mrs L M Broadley
F S Broadley
D M Carter

Ms K M Chalk
Miss M V Chamberlain
M H Charlesworth
M L Darr
B Dave
R F Eaton (Mayor)
Mrs L Eaton
R E Fahey
D A Gamble

Mrs S Z Haq (Deputy Mayor)
J Kaufman
Dr T K Khong
Mrs H E Loydall
K J Loydall
Mrs S B Morris
R E R Morris
R H Thakor

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, 6 DECEMBER 2016** at **7.00 PM** for the transaction of the business set out in the Agenda below.

Yours faithfully

Council Offices
Wigston
28 November 2016

Mark Hall
Chief Executive

AGENDA

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

1 - 7

To read, confirm and sign the Minutes of the previous meeting of the Council held on 06 September 2016 in accordance with Rule 17 of Part 4 of the

Constitution.

5. Motions on Notice

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

a) Bus Services Bill - Clause 21

8

6. Petitions, Deputations and Questions

To receive any Petitions and, or, Deputations in accordance with Rule 24 of Part 4 of the Constitution and to answer any Questions on Notice in accordance with Rule 11 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 is under consideration by the Council.

a) Modernise the Hill Field Play-Area in Oadby Grange e-Petition

9 - 12

7. Mayor's Announcements

a) List of Official Mayoral/Deputy Mayoral Engagements

13 - 17

8. Leader's Statement

9. Staffing Issues Cost Update (Grievance and Investigation)

18 - 19

10. Amendments To Polling Districts Resultant on the Leicestershire County Boundary Review

20 - 31

11. Land Charges Shared Services

32 - 38

12. 41-43 Canal Street, South Wigston

39 - 49

13. Blaby District Local Plan - Delivery Plan DPD (Preferred Options)

50

14. Melton Local Plan - Pre Submission Draft

51 - 52

15. 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 Development Control Committee held on Thursday, 25 August 2016

53 - 57

b) Minutes of the Children and Young Peoples' Forum held on Thursday, 01 September 2016

58 - 61

c) Minutes of the South Wigston Residents' Forum held on Wednesday, 07 September 2016

62 - 68

d) Minutes of the Armed Forces Working Group held on Thursday, 08 September 2016

69 - 70

e) Minutes of the Wigston Residents' Forum held on Wednesday, 14 September 2016

71 - 76

f) Minutes of the Place Shaping Working Group held on Thursday, 15 September 2016

77 - 78

g) Minutes of the Policy, Finance and Development (Statutory Reports)

79 - 85

Committee held on Tuesday, 20 September 2016

h)	Minutes of the Greening the Borough Working Group held on Wednesday, 21 September 2016	86 - 88
i)	Minutes of the Development Control Committee held on Thursday, 22 September 2016	89 - 92
j)	Minutes of the Change Management Committee held on Monday, 26 September 2016	93 - 97
k)	Minutes of the Supporting Leicestershire Families Group held on Tuesday, 27 September 2016	98 - 99
l)	Minutes of the Community Engagement Forum held on Wednesday, 28 September 2016	100 - 103
m)	Minutes of the Licensing and Regulatory Committee held on Thursday, 29 September 2016	104 - 105
n)	Minutes of the Health and Wellbeing Board held on Tuesday, 11 October 2016	106 - 109
o)	Minutes of the Service Delivery Committee held on Tuesday, 11 October 2016	110 - 117
p)	Minutes of the Policy, Finance and Development Committee held on Tuesday, 01 November 2016	118 - 126

MINUTES OF A MEETING OF THE COUNCIL HELD AT THE COUNCIL OFFICES, STATION ROAD, WIGSTON ON TUESDAY, 6 SEPTEMBER 2016 COMMENCING AT 7.00 PM

<u>IN ATTENDANCE:</u>		
Mayor - Councillor Robert F Eaton		
<u>COUNCILLORS (21):</u>		
E R Barr L A Bentley G A Boulter J W Boyce Mrs L M Broadley F S Broadley D M Carter	Ms K M Chalk Miss M V Chamberlain M H Charlesworth M L Darr B Dave Mrs L Eaton R E Fahey	D A Gamble J Kaufman Dr T K Khong Mrs H E Loydall K J Loydall Mrs S B Morris R E R Morris
<u>OFFICERS IN ATTENDANCE (3):</u>		
S J Ball	M W L Hall	M Hone

Min Ref.	Narrative	Officer Resp.
24.	<u>CALLING TO ORDER OF THE MEETING AND PRAYERS</u> The meeting of the Council was called to order to receive His Worship The Mayor. The meeting was led in prayer by the Chaplin.	
25.	<u>APOLOGIES FOR ABSENCE</u> An apology for absence was received from the Deputy Mayor, Councillor Mrs S Z Haq, Councillors Miss A R Bond and R H Thakor and the Director of Services / Monitoring Officer, Mrs A E Court. RESOLVED THAT: Councillor Mrs L Eaton substitute for the Deputy Mayor as Vice Chair of the Council for the duration of the meeting.	
26.	<u>DECLARATIONS OF INTEREST</u> None.	
27.	<u>READING, CONFIRMATION AND SIGNING OF MINUTES</u> RESOLVED THAT: The minutes of the meeting of the Council held on Tuesday, 14 June 2016 be taken as read, confirmed and signed.	
28.	<u>MOTIONS ON NOTICE</u> The Council gave consideration to the Motion on Notice (at page 5) in respect of racism, xenophobia and hate crimes following the outcome of the result in the referendum of the United Kingdom's membership of the	

	<p>European Union. This should be read together with these minutes as a composite document.</p> <p>The Motion was moved by Councillor Mrs S B Morris.</p> <p>The Member reported that an increasing number of reports from residents within the Borough had been received by Councillors regarding incidents of alleged racism, xenophobia and hate crime. She stated that all people ought to be considered and respected as “human beings” irrespective of race, colour, creed, or national origin and invited all Members to give their unanimous support to the Motion.</p> <p>The Motion was seconded by Councillor J Kaufman.</p> <p>The Member noted the significant increases in reported hate crimes at a national level and, in particular, within the areas in which the “leave” vote was the highest. He stated that, although there was no intimation that those who had voted “leave” were responsible, the outcome of the referendum had provided the opportunity and excuse to perpetrate such abuses. He emphasised that there was zero-tolerance towards such crimes within the Borough and encouraged all Members to act to stamp it out.</p> <p>The Leader of the Opposition, Councillor B Dave, endorsed the Motion and the sentiments of Members’ earlier contributions. He noted the importance of all Members’ responsibility as community leaders to promote an inclusive and tolerant Borough. He said the issue of hate crime should never become a complacent one.</p> <p>Councillor K J Loydall stated that discussions had been jointly-held in recent years by the Community Safety Partnership Group and the Police and Crime Panel to raise awareness of the subject-matter. He reported that at a meeting of the Leicestershire Safer Communities Strategy Board due to held on 8 September 2016 at County Hall, a vision statement (entitled a ‘Strategy Statement for Tackling Hate Crime’) was to be agreed as a basis of a pan-Leicestershire, multi-agency and cross-party initiative to realise the objectives of the Motion before Members.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>This Council notes:</p> <ul style="list-style-type: none"> (i) As elected Members of Oadby and Wigston Borough Council (OWBC), we are very concerned about racism, xenophobia and hate crimes. (ii) Members of this Council remain committed to stamping out all forms of racism, xenophobia and hate crimes. (iii) OWBC already works with the police and other agencies to raise awareness of the causes and problems created by hate crimes and addresses these problems and will continue to do so. (iv) We are proud to live in a diverse and tolerant society where racism, xenophobia and hate crime have no place. We reassure all people living in the Borough that they are valued members of our community, and publicly condemn any such crimes. <p>The Leader of the Opposition, Councillor B Dave, left the Chamber at 7:23 pm.</p>	
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29.	<u>PETITIONS, DEPUTATIONS AND QUESTIONS</u> None.	
30.	<u>MAYOR'S ANNOUNCEMENTS</u> The Mayor expressed his gratitude to all those who donated at the charitable collection held at Sainsburys on Bell Street, Wigston on 1 July 2016. He particularly noted the generosity and support of Councillors Miss A R Bond, D M Carter and Mrs S Z Haq for their fundraising efforts. He further thanked Councillor G A Boulter and his wife, Mrs L Boulter, for hosting a garden party on 27 August. The Mayor further announced that a three-course charitable Autumn Lunch was to be held at the Glen Gorse Golf Club, Oadby on 16 October and that the Members' Civic Service was to be held on 25 September at St Paul's Church, Hamble Road, Oadby.	
30a.	<u>LIST OF OFFICIAL MAYORAL/DEPUTY MAYORAL ENGAGEMENTS</u> RESOLVED THAT: The list of Official Mayoral Engagements attended by The Mayor and, or, Deputy Mayor be noted by Members.	
31.	<u>LEADER'S STATEMENT</u> The Leader of the Council, Councillor J W Boyce, spoke upon the adjournment debate granted to the Member of Parliament (MP) for the Harborough Constituency, The Rt Hon Sir Edward Garnier MP QC, regarding the Governance of the Council as debated in the House of Commons on Tuesday, 06 September 2016. The Leader described the speech delivered by Sir Edward as a recapitulation of - together with other concomitant matters - the ongoing issue(s) regarding the collective staff grievance against the Senior Management Team (SMT). He said that the information to which Sir Edward referred had already been shared with Members since the grievance's inception, which Members' were holding to account, and was freely available in the public domain (to the extent permissible by law). It was noted that neither he nor the Chief Executive was made aware that the debate was to go ahead until short-notice. He advised Members that the Parliamentary Under-Secretary of State for Communities and Local Government, Mr Marcus Jones MP, was fully and honestly briefed by this Council prior to the debate. The documents that were provided to Mr Jones were tabled and circulated to Members at the meeting. With reference to the Parliamentary Under-Secretary's response, the Leader emphasised that the Council's external auditor, KPMG, was not of the opinion that there was a threat to neither this Council's viability nor any risk of service failure. He further sought to clarify that no Member or Officer at the Council had any former relationship with any of the two external Officers appointed to assist in the matter in question. He stated that the grievance was being dealt with in the most open and transparent way possible in conjunction with the ongoing work undertaken by the Change Management Committee to drive and deliver a schedule of Council-wide improvements together with the assistance of the Local Government Association (LGA). He	

	<p>noted the importance of concluding the matter in the proper fashion.</p> <p>He further emphasised that the Council enjoyed a highly-motivated and highly-trained complement of staff who worked tirelessly to make a difference to the Borough and proposed to Members that a list detailing the achievements made by the Council in the preceding year be published on the Council's website thanking the same.</p> <p>The Leader advised that he was prepared to answer Members' questions by suspending the Council Procedure Rules set out in Part 4 of the Constitution.</p> <p>Councillor Mrs S B Morris moved that the Council Procedure Rules (capable of suspension) as set out in Part 4 of the Constitution be suspended.</p> <p>Councillors J Kaufman seconded Councillor Mrs S B Morris' motion.</p> <p>RESOLVED THAT:</p> <p>The Council Procedure Rules (capable of suspension) as set out in Part 4 of the Constitution be suspended.</p> <table><tr><td>Votes For</td><td>18</td></tr><tr><td>Votes Against</td><td>0</td></tr><tr><td>Abstentions</td><td>3</td></tr></table> <p>Councillor Mrs L M Broadley enquired as to: (i) what the Harborough MP's motivation was behind the debate; (ii) why the Leader and, or, the Chief Executive was not formally approached by the MP prior to the debate; and (iii) the debate's outcome.</p> <p>The Leader stated he was unaware of the motive or the reason why he or the Chief Executive was not approached, but alleged a possible party-politically cause. He advised that the MP was made aware of the complained-of issue(s) at two meetings in November 2015 and February 2016 and that despite offers by himself and Chief Executive to share further information, all such offers were declined. He further advised that the Parliamentary Under-Secretary did not consider that any intervention on behalf of the Department for Communities and Local Government (DCLG) was warranted and that the Under-Secretary would continue to monitor the situation.</p> <p>Councillor J Kaufmann asked the Leader whether he agreed to make certain that the electronic correspondence to which the Harborough MP referred to in his speech did not exist on the Council's premises.</p> <p>The Leader stated that no such electronic correspondence had been found.</p> <p>The Deputy Leader of the Council, Councillor M H Charlesworth, asked the Leader whether he agreed if the Harborough MP had chosen to unduly and politically capitalise on the grievance in question and if the Council's staff had been unfairly dragged into the political spotlight.</p> <p>The Leader opined that the way in which the MP chose to intervene was unfortunate and that his intervention was not exclusively done for, and in the interests of, the residents of the Borough. He stated that the MP's speech did not raise any new information that had not hitherto been dealt with</p>	Votes For	18	Votes Against	0	Abstentions	3	
Votes For	18							
Votes Against	0							
Abstentions	3							

	<p>openly and transparently.</p> <p>Councillor Mrs H E Loydall asked the Leader whether he agreed if the Harborough MP had used his parliamentary privilege to attack the Council and, if so, if this Council would otherwise be subject to legal action had the opposite been true.</p> <p>The Leader agreed that parliamentary privilege had been used to attack the Council. He advised that he would take legal advice on the Member's latter question.</p> <p>Councillor K J Loydall sought the Leader's comments upon the valued contributions and work ethic of Officers towards the achievements made by the Council to date.</p> <p>The Leader stated that the Council's workforce was working harder, more efficiently and more cheerfully than previously and warned of the negative impact on the same of commentator's historically-applying what may have been to the current situation.</p> <p>Councillor G A Boulter asked the Leader whether he agreed that the Council was continuing to maintain and protect frontline services and if a form of reassurance could be put to all Council staff to reiterate Members' support at the present time.</p> <p>The Leader agreed that frontline services were being maintained and protected and that all Council staff were to be written to with a list of achievement alongside Members' gratitude.</p> <p>The Leader of the Council moved that the Council Procedure Rules set out in Part 4 of the Constitution be re-instated.</p> <p>The Deputy Leader of the Council seconded The Leader's motion.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>The Council Procedure Rules as set out in Part 4 of the Constitution be re-instated.</p> <p>Councillor D A Gamble left the Chamber at 7:57 pm.</p>	
32.	<p><u>COMBINED AUTHORITY FOR LEICESTER AND LEICESTERSHIRE (UPDATE)</u></p> <p>The Council gave consideration to the report (at pages 11-12) as delivered and summarised by the Chief Executive which should be read together with these minutes as a composite document.</p> <p>The Leader of the Council moved the recommendation as set out at paragraph 2 of the report (at page 11).</p> <p>The Deputy Leader of the Council seconded the recommendation.</p> <p>Councillor Mrs H E Loydall requested, subject to the Chair of the Policy, Finance and Development Committee's discretion, that all Members be informed of the relevant meeting of the Committee and to be given an opportunity to speak upon the item.</p>	

	<p>UNANIMOUSLY RESOLVED THAT:</p> <p>The Council agrees that, due to the revised timescale, the progression of the Combined Authority for Leicester and Leicestershire be reported to and considered by the Policy, Finance and Development Committee at its most appropriate meeting during the Autumn Schedule.</p>	
33.	<p><u>PROPOSED RE-APPOINTMENT OF THE MEMBERSHIP OF THE LICENSING AND REGULATORY COMMITTEE 2016/17</u></p> <p>The Council gave consideration to the report and appendix (at pages 13-15) as delivered and summarised by the Senior Democratic Services Officer / Legal Officer which should be read together with these minutes as a composite document.</p> <p>The Leader of the Council moved the recommendation as set out at paragraph 2 of the report (at page 13).</p> <p>The Deputy Leader of the Council seconded the recommendation.</p> <p>The Deputy Leader stated that, considering the circumstances, the re-appointment of the membership of the Licensing and Regulatory Committee on this occasion was not to set a precedent for adjusting other committee membership numbers in the future.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>The nominated re-appointment of the membership of the Licensing and Regulatory Committee for the remainder of the municipal year 2016/17 (in accordance with the appendix) be approved.</p>	
34.	<p><u>RECEIVING OF MINUTES FOR INFORMATION</u></p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>The minutes as set out at agenda item numbers 11a -11l (pages 16 - 85) from the meetings of the below-mentioned Committees, Forums, Working Groups and Outside Bodies for the purposes of information be received by the Council.</p> <ul style="list-style-type: none"> a. Minutes of the Place Shaping Working Group held on Thursday, 09 June 2016; b. Minutes of the Community Engagement Forum held on Thursday, 30 June 2016; c. Minutes of the Service Delivery Committee held on Tuesday, 05 July 2016; d. Minutes of the Oadby Residents' Forum held on Wednesday, 06 July 2016; e. Minutes of the Greening the Borough Working Group held on Thursday, 07 July 2016; f. Minutes of the Health and Wellbeing Board held on Tuesday, 12 July 2016; g. Minutes of the Wigston Residents' Forum held on Tuesday, 12 July 2016; h. Minutes of the Place Shaping Working Group held on Thursday, 14 July 2016; 	

	<ul style="list-style-type: none"> i. Minutes of the Policy, Finance and Development Committee held on Tuesday, 19 July 2016; j. Minutes of the Licensing and Regulatory Committee held on Wednesday, 20 July 2016; k. Minutes of the Change Management Committee held on Thursday, 21 July 2016; and l. Minutes of the Development Control Committee held on Thursday, 28 July 2016 	
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THE MEETING CLOSED AT 8.09 PM



.....
MAYOR
.....

.....
TUESDAY, 06 DECEMBER 2016
.....

NOTICE OF MOTION

06 December 2016

Bus Services Bill – Clause 21

1. *This Council notes:*

- a) That the Bus Services Bill currently passing through Parliament includes Clause 21 that will effectively “prohibit a local authority from forming a company for the purposes of providing a local bus service”.
- b) That the Localism Act (2011) provides general powers of competence to local authorities.
- c) That municipal bus companies like Reading and Nottingham provide some of the best bus services in the country and have a successful track record of increasing bus passenger numbers and providing high quality bus services.
- d) That polling found that a majority of the public (57%) oppose clause 21, whilst just 22% support it. The opposition to Clause 21 is consistent across voters from all political parties.

2. *This Council believes:*

- a) Clause 21 contradicts the general powers of competence and the spirit of the Localism Act 2011.
- b) If there is a need and a demand from their public, then Councils should be able to provide their own bus services
- c) Should they wish, Councils should be legally able to follow the model developed by Reading and Nottingham.
- d) Consequently Clause 21 should be omitted from the Bus Services Bill.

3. *This Council resolves:*

- a) To write to Lord Ahmad and to call on the Department for Transport to omit Clause 21 from the final legislation
- b) To write to Edward Garnier MP to ask them to oppose clause 21 when the Bus Services Bill reaches the House of Commons and ask them to write to Lord Ahmad and the Department of Transport to raise concerns about Clause 21.

Councillor M H Charlesworth

PAY

REPORT

REQUEST

A TO Z

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ePetition details

Modernise the Hill Field Play-Area in Oadby Grange

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We the undersigned petition the council to modernise the existing Hill Field play-area, located on corner of Florence Wragg Way and Hill Field, Oadby.

This essential play-area is the only such area within a mile for several thousand Oadby Grange residents. This play area serves local residents and hasn't been updated for approximately 20 years.

In particular, the replacement of outdated play equipment and the installation of rubber surfaces within the play-area is requested. The surfaces are currently grass.

Other suggestions include a larger play frame, a secure entry and a larger slide.

We cite the play areas in Evington near the General Hospital, Leicester as examples that have had significant investment.

This ePetition ran from 06/04/2016 to 02/11/2016 and has now finished.

Final results

Option	Count	Percentage
Agree	74	<div style="width: 100%;"></div> 100.0%
Disagree	0	0%

ePetition results graph

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PAY

REPORT

REQUEST

A TO Z

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ePetition Responses

Modernise the Hill Field Play-Area in Oadby Grange

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ePetition responses

- Justyna Bielawska
- Hetal Doshi
- julie patel
- Jinyu Shan
- Ajay Behl
- R Kulkarni
- Ali Alghamdi
- lina varu
- Rashmi DeCosta
- Randeep Dhesi
- Imran Khan
- Kirandeep Gill
- Bhavin Thanki
- Amit Kanabar
- Adam Bielawski
- VASUDHA JEVEE
- Vimal Tailor
- J Gill
- Kirti Mittal
- Marta Polak
- Sadaf Saeed
- Fatima Osman
- Pratik Patel

- Samodh Decosta
- Radhika Ganesh
- Kalpa Patel
- MuhammadAyub Khan
- Hardeep Bagga
- Hardeep Mahal
- I Oraif
- Sukhvinder Virk
- Prashanthi Akkinepally
- Santokh Gangar
- Jonathan Angell
- Amit Champaneri
- Suzanna Dunkerton
- Jake Stanfield
- Emma Jackson
- Amita Champaneria
- Osama Ahmed
- Margaret Lam
- Sunny Lidhar
- sanjay mistry
- Nichelle Samani
- Kat Frater
- Dharmesh Patel
- Charlotte Holyoak
- Sara Weston
- Kandasamy BHARATHI
- Dheeraj Giri
- Darshana Rathod
- Naureen Abdulkhalid
- Pallavi Pokala
- Santhi Raguraman
- Thanthullu Vasu
- Arthi Lakshmanan
- Jagruti Kanabar
- Bhav Mehta
- Swati Tikare
- Kausar BHAYANI
- Bhandna Bagga

- Pam Rai
- P Obeja
- Atish Mehta
- Midhat Khan
- Rajesh Jobanputra
- Bhavit Raja
- Sanjay Mistry
- Rebecca Richardson
- Dhermini Patel
- Y Jia
- Jwellyn Machado
- Jaymini Mistry
- Preeya Kagdadia

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Events attended by the Mayor May – November 2016

MAY

03	South Wigston Chamber of Commerce	St Thomas the Apostle
07	Royal Yeomanry Wigston	Warding of new colours at Buckingham Palace
07	Dialogue Society	Brocks Hill Interfaith Spring Clean & Picnic
10	Wigston Civic Society	Unveil replacement plaque for Wigston Station
14	Bishop of Leicester	Welcome service for new Bishop
14	Hinckley & Bosworth Council	Mayor B&W Diamond Ball
14	Oadby & Wigston Muslim Association	Coffee Morning
24	Local Government Association	Royal Garden Party
26	Sikh Welfare & Cultural Society	Book Launch
27	Muslim School Oadby	Annual MSO Day

JUNE

01	Wigston Civic Society	Relaunch of Two Steeples Walk
05	OWBC Brocks Hill	Garden Party
07	Brocks Hill Country Park	Volunteering Fair
11	Oadby & Wigston Swimming Club	The Mayor's Swimming Gala
12	Dean & Chapter of Leicester Cathedral	HM The Queen 90th Birthday Evensong
12	Asda Store, Oadby	Strawberry Tea Party for Breast cancer Care
17	Ecko Ltd (Subway)	Store Opening
17	The Lawns	Care Home Open Day
17	ABF The Soldiers Charity	A Reception & Band Concert
19	Lord Mayor of Leicester	Civic Service
20	OWBC	Armed Forces Flag Day
20	EHL Group	Opening of new office
25	Armed Forces Day Committee	Armed Forces Day
25	South Wigston Chamber of Commerce	Tesco South Wigston Community Fun Day
26	Oadby & Wigston Lions Club	Menphys Gala Concert
26	Melton Borough Council	Civic Service
27	Mocha Marketing Ltd	Oadby Show Window Competition

JULY

03	The Parish of St Peter & St Paul Oadby	Battle of Somme Commemoration Service
05	Wigston College	Bye Bye Blues Performance

06 Pride of the Borough
 06 Learning South Leicestershire
 07 Osprey Cruises
 09 Wigston Magna Methodist Church
 10 City of Leicester Scouts
 14 OWBC
 15 University of Leicester
 15 South Leicestershire Gateway Club
 16 Brocks Hill Amphitheatre
 16 EHL Group
 21 Leicestershire & Rutland Heritage
 22 Harborough DC
 23 Resham Singh Sandhu
 28 Chairman Leicester County Council
 31 Leicestershire Scouts

East Midlands in Bloom judging
 School sports Partnership Celebration Event
 Osprey & Wildlife Cruises Rutland Water
 Musicannici
 100 Birthday Party
 VC Memorial Ceremony
 Summer Degree Congression
 50th Anniversary Party
 Wizard of Oz
 Store open day
 Heritage Awards
 Civic Visit to Lutterworth
 Cultural Awareness - Sikh Wedding
 Summer Evening Buffet Reception
 International Camp & AGM

AUGUST

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01 Cross Counties Radio
 04 NW Leicestershire Chairman
 06 Mrs Teresa Walton
 13 LCHC
 25 Sea Cadets
 27 Bill Boulter
 29 LCHC

Radio Interview
 Jimmy Cricket Evening
 Allotment Day
 LCHC Civic Day
 Visit during normal night
 Garden Party
 Meet the coaches with children returning from Holiday

SEPTEMBER

07 ABT The Soldier's Charity
 08 The National Forest Charitable Trust
 10 Wigston Framework Museum
 10 Wigston Magna Methodist Church
 11 High Sheriff of Leicestershire
 13 Bondhon
 14 Framework Knitters Museum
 15 Wigston College
 17 Rainbows
 17 The Royal Society of St George

A Beating Retreat & Reception
 CONKERS Drinks Reception
 Sock Day
 Salvation Army Brass Band Concert
 Informal Charity Lunch
 Chef & Spice Charity Meal
 Pudding Bag Production
 Student Award Evening
 Open Day
 Battle of Britain Memorial Dinner

18 Royal Air Forces Association
 19 Pride of the Borough Awards Evening
 24 Wigston Magna Methodist Church
 27 South Leicester Sea Cadets

Parade & Service
 Pride of the Borough
 Wigston Magna Show
 Biennial Royal Naval Parade

OCTOBER

02 Leicestershire County Council
 02 Lord-Lieutenant, Lady Gretton
 05 Menphys
 06 HC one of a kind
 07 OWCB
 08 Wigston Framework Knitters Museum
 08 SSAFA Leicestershire
 09 Brocks Hill
 09 High Sherriff Leicester
 15 United Reform Church
 16 LCHC
 19 Professor Surinder Sharma
 20 Rural Community Council
 22 Royal Society of St George
 25 Leicester & Rutland Magistrates
 29 The Royal British Legion

County Service
 Happy & Glorious
 Reception for Civic Leaders
 Harvest Festival
 Charity Swim
 Steam Toy Fair
 Fundraising Event - Male Voice Choir
 Food Fair
 Justice Service at Leicester Cathedral
 Slide show of old Wigston
 Chairman's Lunch
 DICE Annual Lecture
 Promotional Evening
 Trafalgar Dinner
 AGM & Educational Event
 Festival of Remembrance

NOVEMBER

03 Leicestershire Police
 06 Oadby & Wigston Hindu Community
 07 Post Office
 11 OWBC
 12 Leicester Festival of Music and Drama
 12 Oadby Town Centre Association
 13 OWBC
 13 Royal British Legion
 14 Cubs
 18 Lady Mayoress
 19 St Paul's Church
 19 Brocks Hill

Inter-Cultural Social Evening
 Diwali Festival
 Oadby new shop opening
 Remembrance Service at Peace Memorial Park
 Leicester Festival of Music and Drama
 Oadby Lights Switch on
 Remembrance Parade & Service
 Remembrance Service
 Cubs Meeting
 Coffee Morning
 Christmas Fair
 Brocks Hill Christmas Fair

20 SSAFA
 26 Age UK Oadby & Wigston
 26 Oadby & Wigston Lions Club
 27 Marie Curie Fund Raising Group
 29 Royal Mail

President's Lunch
 Opening Age UK Christmas Fare
 Bell Street Christmas Light Switch on
 Lights to Remember Carol Service
 Festive Delivery to Delivery Office in Wigston

Events attended by the Deputy Mayor May – November 2016

JUNE

12 28th Leicester Scouts
 13 Oadby & Wigston Lions Club
 25 Pride of the Borough
 26 Woodlands Grange
 26 Ruth Meuberg
 30 Leicestershire & Rutland Sport

Summer Fete
 Award & Presentation Evening
 East Midlands in Bloom Judging
 Summer Fun Day
 Mitzvah Day
 School Games Summer Championships

JULY

Page 16

01 Leicestershire County Council
 02 Salvation Army
 03 Brocks Hill

100th Anniversary Battle of Somme
 Fun Day
 Brocks Hill Cross Country Challenge

SEPTEMBER

11 Framework Knitters
 11 Charnwood Borough Council

Annual Service
 Charnwood Civic Service

OCTOBER

09 Oadby & Wigston Lions Club
 19 Professor Surinder Sharma

Annual Charter Lunch
 DICE Annual Lecture

NOVEMBER

13 St Thomas Church, South Wigston
 19 Brocks Hill

Remembrance Service
 Brocks Hill Christmas Fair

2016/2017 Upcoming Events to be attended by The Mayor and Deputy Mayor

DECEMBER

02	Menphys	Christmas Concert
03	Oadby & Wigston Scout & Guide Band	Christmas Concert
03	South Wigston Chamber of Commerce	Christmas Capers
05	Magna Music Band	Christmas Concert
05	LOROS & Lady Gretton	Christmas Concert
06	Chairman of King Richard III Visitor Centre	Reception & Drinks
06	Wigston College	End of year Christmas Concert
07	Blaby District Council	Carol Concert
07	Harborough DC	Carol Concert
07	OWBC	Carol Service
08	Melton Borough Council	Carols by Candlelight
10	Wigston Friends of Local Charities	Lunch with the Mayor
10	EAGA	Eaga Gospel Choir Concert
11	LCHC	Christmas Lights Switch On
13	Pat Parker	Magna Music Makers
13	Senior Citizens Action Group	Christmas Concert
17	Hinckley & Bosworth	Civic Carol Service
17	Carl Walter	Old People Christmas Meal
20	Charnwood Mayor's	Carol Service
21	HMP Glen Parva	Carol Service
21	Leicester Cathedral	Carol Service
24	Wigston Magna Methodist Church	Christingle Service

2017

25-Jan	Leicester Council of Faiths	Holocaust Memorial Day
26-Jan	Prof Surinder Sharma	Civic Visit to Charity Link
10-Mar	Melton Borough Council	Civic Dinner
13-Mar	Hinckley & Bosworth BC	Charity Curry Night
14-Mar	Chairman of Leicester	Unsung Heroes Dinner
18-Mar	Mayor of Charnwood	Rat Pack Concert
25-Mar	Senior Citizens Action Group	Spring Concert
21-Apr	Harborough District Council	Civic Dinner

Agenda Item 9



Council

**Tuesday, 06
December 2016**

Matter for Decision

Title: Staffing Issues Cost Update (Grievance and Investigation)

Author: Martin Hone (Interim Chief Financial Officer / Section 151 Officer)

1. Introduction

Over the last eighteen months the Council has conducted both a major grievance, which has concluded, followed by a further disciplinary investigation. This report is to bring Members up to date with the cost of these investigations and their funding.

2. Recommendations

That Members approve a further £115,000 supplementary estimate to fund the remainder of the investigations as detailed below.

3. Information

3.1 Since May 2015 the Council has entered into two major investigations into, first a grievance brought by a number of Council employees which was not upheld by the independent investigator and then an ensuing investigation into actions undertaken by some of those employees.

3.2 In order to facilitate a fair and independent investigation the Council, working with the Local Government Association, employed independent external solicitors and investigators to carry out these duties. In December 2015 Council approved a further supplementary budget of £100,000 bringing the total approved budget for the investigations to £210,000. As the process draws toward its conclusion the total costs incurred to date are £281,000, broadly split as below.

3.3	Investigation	£
	Grievance Investigation	111,000
	Disciplinary Investigation	170,000
		281,000

3.4 In 2015/16 the cost of these investigations, totalling £181,000, was funded by the Management of Change Reserve. At the beginning of 2016/17 this reserve contained £58,000 which can be utilised to part fund the above expenditure with the remainder being funded from the Contingency Reserve which currently has a balance of £200,000. Costs have been consistently met from previous years efficiency savings. KPMG, the Council's external auditors have been kept informed of progress and implications throughout the process.

3.5 Members are therefore requested to approve a further budget to fund the cost of the ongoing investigations. The £115,000 recommended will take the total approved budget to £325,000 for the combined years of 2015/16 to 2016/17.

Background Documents:-

Minutes of the Meeting of the Council held on 08 December 2015

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Implications	
Financial (CR)	As contained in the report.
Legal (AC)	No significant implications.
Risk (AC)	CR 1 - Decreasing Financial Resources CR4 - Reputational Damage CR 6 - Regulatory Governance
Equalities (AC)	No significant implications.
	Equality Assessment:-
	<input type="checkbox"/> Initial Screening <input type="checkbox"/> Full Assessment <input checked="" type="checkbox"/> Not Applicable

Agenda Item 10



Council	Tuesday, 06 December 2016	Matter for Decision
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Title: **Amendments To Polling Districts Resultant on the Leicestershire County Boundary Review**

Author: **Steven Tucker (Electoral Services Manager)**

1. Introduction

- 1.1. To make the necessary amendments to polling districts (and their names and identification letters) in order to support the Leicestershire County Council elections on new boundaries from May 2017.
- 1.2. This report does not make any changes to the Oadby and Wigston Borough Council wards or the Harborough Parliamentary Constituency.

2. Recommendations

That Council resolve to accept the changes to the polling districts listed in paragraph 5.

3. Background

- 3.1. The 2016 Leicestershire (Electoral Changes) Order was laid in draft in Parliament on 30 June 2016.
- 3.2. The above order will bring into effect changes to the County divisions in Oadby and Wigston that will be effective from 4 May 2017.
- 3.3. The 2013 Electoral Registration and Administration Act requires the Council to review and alter polling district arrangements when the need arises. In order to support the above changes some minor amendments to polling districts are required to support the new division and warding arrangements.
- 3.4. It is proposed for the immediate future to retain the use of existing polling stations under the new arrangements, in order to minimise potential disruption to voters. A full review of Oadby & Wigston's polling arrangements will be undertaken prior to the next Parliamentary election in 2020.

4. Summary of County Division Review

- 4.1. A summary of the Local Government Boundary Commission's final recommendations for Oadby & Wigston is attached at Annexe A.
- 4.2. A map of the new division arrangements is attached at Annexe B.

5. Details of Proposed Polling District Changes

- 5.1. To divide polling district **K** (Wigston Meadowcourt) into polling districts **K1** and **K2**. Properties within **K1** will be included in the new East Wigston County division, whilst properties within **K2** will be included in the new North Wigston County division.

- 5.2. To divide polling district **N** (Wigston All Saints) into polling districts **N1** and **N2**. Properties within **N1** will be included in the new East Wigston County division, whilst properties within **N2** will be included in the new North Wigston County division.
- 5.3. To divide polling district **P** (Wigston Fields) into polling districts **P1** and **P2**. Properties within **P1** will be included in the new North Wigston County division, whilst properties within **P2** will be included in the new South & West Wigston County division.
- 5.4. A list of the streets included in each of the amended polling districts is attached at Annexe C.

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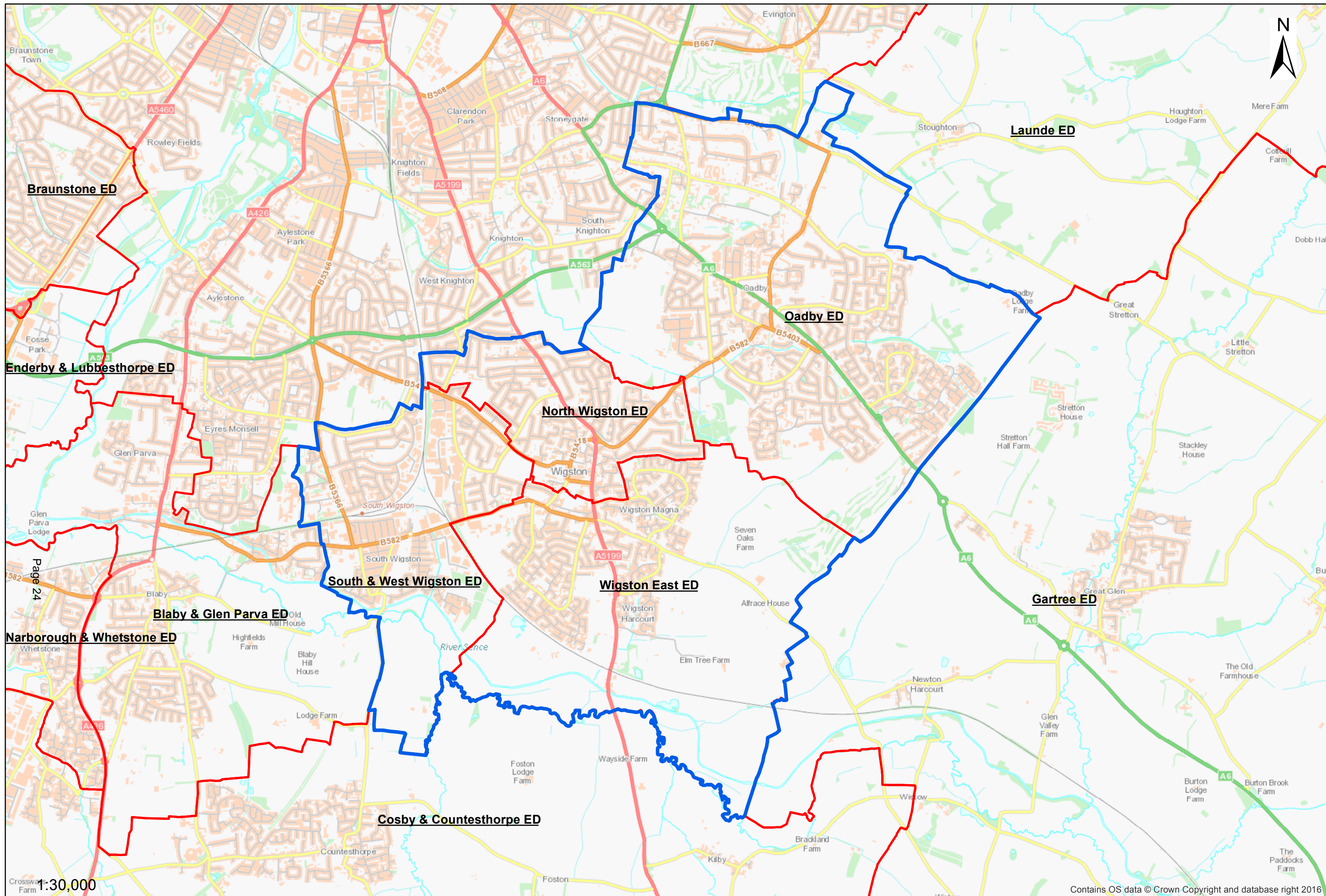
Implications	
Financial (CR)	No significant implications.
Legal (AC)	To give effect to the 2016 Leicestershire (Electoral Changes) Order.
Risk (ST)	CR3 – Political Dynamics CR6 – Regulatory Governance CR8 – Organisational/Transformational Change
Equalities (ST)	No significant implications.
	Equality Assessment:-
	<input type="checkbox"/> Initial Screening <input type="checkbox"/> Full Assessment <input checked="" type="checkbox"/> Not Applicable

Oadby & Wigston Borough

Division name	Number of Cllrs	Variance 2021	Description	Detail
East Wigston	1	-11%	This division comprises that part of the Wigston All Saints borough ward which includes and lies to the south of Central Avenue, together with that part of the Wigston Meadowcourt borough ward which includes and lies to the south of Kelmarsh Avenue and that part including and to the east of Acorn Way.	We are persuaded by the evidence we have received to make final recommendations which reflect Oadby and Wigston as distinct areas and communities. Our final recommendation is for an East Wigston division comprised of the major parts of the Wigston All Saints ward and the Wigston Meadowcourt ward. We are unable to recommend a division which includes the whole of those wards as to do so would result in a degree of electoral inequality in this division than we are prepared to recommend. Whilst the division we propose has a higher level of electoral inequality than we would normally recommend, we are persuaded to do so in this case, having regard to the overall level of electoral equality in Wigston and the nature of the boundaries of this recommended division.
North Wigston	1	-11%	This division comprises the Wigston St Wolstan's borough ward together with that part of the Wigston All Saints borough ward which lies to the north of Central Avenue; that part of the Wigston Meadowcourt borough ward which includes and lies to the north of Kelmarsh Avenue; and the west of Acorn Way and those parts of the Wigston Fields borough ward which lie to the north of Aylestone Lane and Northfield Avenue.	Our final recommendation is for a North Wigston division comprising Wigston St Wolstan's borough ward together with parts of Wigston All Saints, Fields and Meadowcourt wards. Whilst the division has a higher level of electoral inequality than we would normally recommend, we are persuaded to do so in this case, having regard to the overall level of electoral equality in Wigston and the nature of the boundaries of this recommended division.

Oadby	2	-3%	This two-member division comprises the Oadby & Wigston Borough Council wards of Oadby Brocks Hill, Oadby Grange, Oadby St Peter's, Oadby Uplands and Oadby Woodlands.	We are persuaded by the evidence we have received to make final recommendations which reflect Oadby and Wigston as distinct areas and communities. We are therefore proposing as our final recommendation that Oadby continue to be represented as a two-member division. This will maintain a good level of electoral equality and provide a division with clear boundaries.
South & West Wigston	1	-11%	This division comprises the Oadby & Wigston Borough Council ward of South Wigston with that part of the Wigston Fields borough ward including and lying to the south Aylestone Lane and Northfield Avenue.	Our final recommendation is for a South & West Wigston division comprising South Wigston borough ward together with parts of Wigston Fields ward. Whilst the division has a higher level of electoral inequality than we would normally recommend, we are persuaded to do so in this case, having regard to the overall level of electoral equality in Wigston and the nature of the boundaries of this recommended division.

Proposed Electoral Districts



Oadby and Wigston Borough Council

Street & Property List by Electoral Area

Street Name	#	PD Ref	Street Name	#	PD Ref
Acorn Way	58	K1	Caldecott Close	21	K1
1-58(Cont)			1-19(Odd); 2-22(Even)		
Alport Way	61	K1	Canvey Close	13	K1
1-61(Cont)			1-5(Odd); 2-20(Even)		
Arndale	23	K1	Church Nook	12	K2
1-7(Odd); 11; 15; 19-31(Odd); 2-20(Even)			1; 3A; 5-13(Odd); 6-10(Even); 12-14; St. Wolstans House		
Askrigg Way	8	K1	Clipstone Close	31	K1
1-8(Cont)			1-27(Odd); 2-34(Even)		
Bainbridge Road	12	K1	Clipstone Gardens	29	K1
1-6(Cont); 6A; 7-11(Cont)			1-12(Cont); 12A; 14-29(Cont)		
Baysdale	20	K1	Cottesbrooke Close	15	K1
1-20(Cont)			1; 1A; 3-11(Odd); 2-16(Even)		
Bilsdale Road	7	K1	Coverdale Road	9	K1
1-7(Cont)			1-9(Cont)		
Blakesley Road	53	K1	Craythorne Way	9	K1
1-61(Odd); 2-44(Even)			1-4(Cont); 7-11(Cont)		
Boulter Crescent	165	K2	Creaton Court	15	K1
1-65(Cont); 67-142(Cont); 200-208(Cont); 1-9(Cont) Godwin Court; 1-6(Cont) Meadow Court			1-15(Cont)		
Bransdale Road	18	K1	Creaton Road	14	K1
1-12(Cont); 14-19(Cont)			1-21(Odd); 2-6(Even)		
Brington Close	17	K2	Culworth Drive	31	K1
1-17(Cont)			1-23(Odd); 2-38(Even)		
Bull Head Street	42	K2	Denbydale	7	K1
20-22(Even); 36; 72-80(Even); 1-10(Cont) Redwood Court; 1-12(Cont) The Limes; 86-92(Even); 98-108(Even); 108A; Horse & Trumpet			1-7(Odd); 2-6(Even)		
Burneston Way	13	K1	Denton Walk	15	K1
1-7(Cont); 12-17(Cont)			1-11(Odd); 2-18(Even)		
Byfield Drive	13	K1	Emberton Close	16	K1
1-13(Odd); 2-12(Even)			1-15(Odd); 2-16(Even)		
			Farndale	13	K1
			1-13(Cont)		

Oadby and Wigston Borough Council

Street & Property List by Electoral Area

Street Name	#	PD Ref	Street Name	#	PD Ref
Garsdale	8	K1	Linford Close	24	K1
1-8(Cont)			1-39(Odd); 2-8(Even)		
Gayhurst Close	12	K1	Lowick Drive	15	K1
1-9(Odd); 2-14(Even)			1-29(Odd)		
Geddington Close	10	K1	Maidwell Close	17	K1
1-9(Odd); 2-10(Even)			1-17(Cont)		
Glaisdale Road	11	K1	Meadow Way	1	K1
1-11(Cont)			School Caretaker's House		
Glebe Close	21	K2	Middleton Close	18	K1
1-2(Cont); Flat 1 2A; Flat 2 2A; Flat 3 2A; 3; 3A; 4-12(Cont); 14-18(Cont)			1-15(Odd); 2-20(Even)		
Godwin Avenue	14	K2	Milton Close	14	K1
1-13(Odd); 2-14(Even)			1-11(Odd); 2-16(Even)		
Grafton Drive	12	K1	Naseby Close	15	K1
1-12(Cont)			1-9(Odd); 2-20(Even)		
Grassington Drive	3	K1	Newton Lane	35	K1
1-3(Cont)			22; 26-40(Even); 40A; 42-82(Even); 92-94(Even); Highfield Farm; Sevenoaks Farm		
Grendon Close	16	K1	Nidderdale Road	34	K1
1-11(Odd); 11A; 15; 2-16(Even)			1-34(Cont)		
Hampton Close	12	K1	Oadby Road	8	K2
1-11(Odd); 2-12(Even)			31-45(Odd)		
Harrington Road	48	K1	Peakdale	13	K1
1-51(Odd); 2-44(Even)			1-15(Odd); 2-10(Even)		
Harrogate Way	32	K1	Ravensthorpe Road	28	K1
1-11(Odd); 15-29(Odd); 2-36(Even)			1-3(Odd); 7-23(Odd); 27; 31-33(Odd); 2-28(Even)		
Kelmarsh Avenue	39	K1	Rosedale Road	19	K1
1-27(Odd); 2-32(Even); 40-44(Even); 150-158(Even); Cuisine of India			1-19(Cont)		
Lamport Close	31	K1	Shearsby Close	7	K2
1-31(Odd); 2-30(Even)			2-8(Cont)		
Laxton Close	22	K1	Shipton Close	15	K1
1-11(Odd); 2-32(Even)			1-7(Odd); 2-22(Even)		

Oadby and Wigston Borough Council

Street & Property List by Electoral Area

Street Name	#	PD Ref	Street Name	#	PD Ref
Spa Lane	43	K2			
7-9(Odd); 19-61(Odd); 4; 4A-6A(Even); 6B; 20; 30-56(Even)					
St. Wolstans Close	19	K2			
1-11(Odd); 2-26(Even)					
Staindale	11	K1			
1-11(Cont)					
Staveley Close	4	K1			
1-4(Cont)					
Sywell Drive	35	K1			
1-49(Odd); 2-20(Even)					
Tendring Drive	12	K1			
1-15(Odd); 2-8(Even)					
Thornby Gardens	9	K1			
1-9(Cont)					
Tyringham Road	28	K1			
1-27(Odd); 2-28(Even)					
Upton Drive	14	K1			
1-11(Odd); 2-16(Even)					
Wensleydale Road	25	K1			
1-15(Odd); 2-34(Even)					
Westerdale Road	12	K1			
1-12(Cont)					
Wheeldale	26	K1			
1-26(Cont)					
Woburn Close	17	K1			
1-11(Odd); 15; 2-20(Even)					
Wye-Dean Drive	8	K1			
1-5(Odd); 5A; 7; 2-6(Even)					
Yarwell Drive	18	K1			
1-19(Odd); 2-16(Even)					

Oadby and Wigston Borough Council

Street & Property List by Electoral Area

Street Name	#	PD Ref	Street Name	#	PD Ref
Alderstone Close	12	N1	Cross Street	20	N1
1-9(Odd); 2-14(Even)			2-12(Even); Springfield; Winfield; 1-12(Cont) Lanes Court		
Ashton Close	8	N1	Davenport Road	64	N1
1-7(Odd); 2-8(Even)			1-75(Odd); 2-52(Even)		
Aylestone Lane	81	N2	Falmouth Drive	63	N1
8; 8A; 8B; 10-12(Even); 16; 26-28(Even); 30A; 34; 38-46(Even); 52-54(Even); 58-84(Even); 1-12(Cont) Beech Court; 14-51(Cont) Beech Court			1-63(Odd); 2-62(Even)		
Barton Close	8	N1	Gas Lane	1	N1
1-7(Odd); 2-8(Even)			The Bungalow		
Bell Street	4	N2	Helston Close	13	N1
1A-3A(Odd); 27A; The Bell Fountain P.H. 51			1-11(Odd); 2-14(Even)		
Blunts Lane	34	N1	Honiton Close	15	N1
17-21(Odd); 2-14(Even); 46-64(Even); 1-12(Cont) Bushloe Court; 14-15(Cont) Bushloe Court			1-19(Odd); 2-10(Even)		
Buckfast Close	21	N1	Kenton Avenue	11	N1
1-25(Odd); 2-16(Even)			1-7(Odd); 2-14(Even)		
Bude Road	2	N1	Launceston Road	30	N1
2-4(Even)			1; 1A; 1B; 3-17(Odd); 28-34(Even); 40-48(Even); School Bungalow; 1-7(Cont) Beth-El; 9-11(Odd) Beth-El		
Bushloe End	19	N1	Laverstock Road	18	N1
29; 2; 2A; 2B; 2C; 4-14(Even); Apple House 16; 24-26(Even); 36-38(Even); The Plough; The Elms; The Vicarage			1-13(Odd); 2-22(Even)		
Camborne Close	21	N1	Leicester Road	3	N2
1-15(Odd); 2-26(Even)			2; 18A-20A(Even)		
Cawsand Road	16	N1	Long Street	131	N1
1-31(Odd)			5-11(Odd); 11A; 13-17(Odd); 17A; 19-21(Odd); 41-43(Odd); 49-57(Odd); 67A-69A(Odd); Flat 1 22; Flat 2 22; Flat 3 22; 34; The Flat 48-50(Even); 1-80(Cont) Elizabeth Court; Flat 1 Kingswood Court; Flat 2 Kingswood Court; Flat 3 Kingswood Court; Flat 4 Kingswood Court; Flat 5 Kingswood Court; Flat 6 Kingswood Court; Flat 7 Kingswood Court; Flat 8 Kingswood Court; Flat 9 Kingswood Court; Flat 10 Kingswood Court; Flat 11 Kingswood Court; Flat 12 Kingswood Court; Flat 13 Kingswood Court; Flat 14 Kingswood Court; Flat 15 Kingswood Court; Flat 16 Kingswood Court; Flat 17 Kingswood Court; Flat 18 Kingswood Court; Flat 19 Kingswood Court; Flat 20 Kingswood Court; Flat 21 Kingswood Court; Flat 22 Kingswood Court; Kingswood Lodge; (27/29) Magna Nursing Home; Cedar Court Care Home		
Cedar Avenue	21	N1	Longford Close	6	N1
1B; 1-23(Odd); 2-16(Even)			1-5(Odd); 2-6(Even)		
Central Avenue	79	N1			
1A; 5-31(Odd); 35-69(Odd); 6-24(Even); 28-34(Even); 38-40(Even); 44-100(Even); 100A					
Collaton Road	29	N1			
1-39(Odd); 2-18(Even)					

Oadby and Wigston Borough Council

Street & Property List by Electoral Area

Street Name	#	PD Ref	Street Name	#	PD Ref
Moat Street	72	N1	Redruth Avenue	40	N1
1A; 3; 5-7; 9-11; 17-21(Odd); 27-29(Odd); 37-39(Odd); 43-47(Odd); Flat 1-3(Cont) 61; Flat 4 61; 63-69(Odd); 97-103(Odd); 16-18(Even); 32; 38-44(Even); The Old Crown 46; 48-50(Even); 62-64(Even); 64A; 64B; Newbury 72; 74; Lyndhurst 78; 82; 94-102(Even); 106-126(Even); 128A; 130; 132A-134A(Even); 134B; 136-140(Even); 144; Cedar Holme; Lindale; Newhaven			1-29(Odd); 2-50(Even)		
Newbury Close	7	N1	Ringwood Close	7	N1
1-7(Cont)			1-7(Cont)		
Newgate End	33	N1	Salcombe Close	22	N1
3-9(Odd); 15-23(Odd); 2; 10; 18; 34-72(Even); The Manor House			1-23(Odd); 2-20(Even)		
Paddock Street	36	N2	Saltash Close	13	N1
1-45(Odd); 4-28(Even)			1-11(Odd); 2-14(Even)		
Parlour Close	21	N1	Seaton Road	109	N1
1-21(Cont) Parlour Court			1-107(Odd); 2-110(Even)		
Peacock Place	2	N1	Sherford Close	12	N1
2-3(Cont)			1-9(Odd); 2-14(Even)		
Penryn Drive	6	N1	St. Ives Road	63	N1
1-7(Odd); 2-4(Even)			1-73(Odd); 2-52(Even)		
Pensilva Close	22	N1	Station Road	31	N1
1-21(Odd); 2-22(Even)			Flat Abington House 87; 117-151(Odd); Flat 1 134; Flat 2 134; 136-150(Even); 152A; 152B		
Penzance Avenue	71	N1	Taunton Close	17	N1
1-75(Odd); 2-66(Even)			1-17(Odd); 2-16(Even)		
Pitton Close	24	N1	Tremaine Drive	11	N1
1-23(Odd); 2-24(Even)			1-11(Odd); 2-10(Even)		
Pochins Close	41	N1	Truro Drive	27	N1
1-19(Cont); 21-40(Cont); 42-43(Cont)			1-23(Odd); 2-30(Even)		
Portloc Drive	7	N1	Wellhouse Close	28	N1
1-7(Odd); 2-6(Even)			1-35(Odd); 2-20(Even)		
Rectory Close	22	N1	Willow Place	6	N1
1-22(Cont)			1-6(Cont)		
			Wimborne Close	6	N1
			1-5(Odd); 2-6(Even)		

Oadby and Wigston Borough Council

Street & Property List by Electoral Area

Street Name	#	PD Ref	Street Name	#	PD Ref
Alfreton Road	52	P1	Croft Drive	32	P1
1-53(Odd); 2-50(Even)			1-19(Odd); 2-44(Even)		
Ashbourne Road	50	P1	Dale Avenue	19	P1
1-53(Odd); 2-46(Even)			1-17(Odd); 2-20(Even)		
Aylestone Lane	79	P1	Duffield Avenue	12	P1
91-179(Odd); 185-229(Odd); 245-265(Odd)			1-11(Odd); 2-12(Even)		
Baddeley Drive	9	P2	Exeter Road	4	P2
1-9(Cont)			1-3(Odd); 2-4(Even)		
Bakewell Road	24	P1	Fir Tree Close	13	P1
1-23(Odd); 2-24(Even)			1-11(Odd); 2-14(Even)		
Baldwin Road,, Leicester	1	P1	Granville Crescent	14	P1
73			1-14(Cont)		
Barnby Avenue	6	P1	Granville Road	63	P1
1-5(Odd); 2-6(Even)			11; 17-19(Odd); 19A; 21-33(Odd); 37-47(Odd); 57-65(Odd); 71-75(Odd); 79-87(Odd); 10-30(Even); 36; 42; 46; Annexe At 46; 48-52(Even); 56-58(Even); Annexe 58; 60-76(Even); 80-84(Even)		
Bradgate Drive	76	P1	Guilford Drive	70	P1
1; 1A; 1B; 1C; 1D; Ground Floor Flat 3; 1st Floor Flat 3A; 5A; 5B; 5C; 5D; 7A; 7B; 7C; 7D; 9A; 9B; 9C; 11A; 11B; 13-63(Odd); 2-60(Even)			1-57(Odd); 2-82(Even)		
Brailsford Road	33	P2	Kew Drive	23	P1
1-39(Odd); 2-26(Even)			1-31(Odd); 2-14(Even)		
Brixham Drive	58	P1	Kingston Avenue	130	P1
1-51(Odd); 2-64(Even)			1-139(Odd); 2; 2A; 2B; 4-64(Even); 68-118(Even)		
Burleigh Avenue	115	P1	Leicester Road	22	P1
3-27(Odd); 31-53(Odd); 57-107(Odd); 4-62(Even); 72-138(Even)			244-250(Even); 250A; 252-262(Even); 310-328(Even); The Royal Oak		
Carlton Drive	40	P1	Lynmouth Drive	47	P1
First Floor Flat 27; 31-87(Odd); 91-109(Odd)			1-49(Odd); 2-44(Even)		
Castleton Road	52	P1	Milverton Close	12	P1
3-55(Odd); 2-50(Even)			1-11(Odd); 2-12(Even)		
Chellaston Road	39	P1	Milverton Drive	8	P1
1-37(Odd); 2-40(Even)			1-4(Cont); 6-9(Cont)		

Oadby and Wigston Borough Council

Street & Property List by Electoral Area

Street Name	#	PD Ref	Street Name	#	PD Ref
Newstead Avenue	11	P1			
1-11(Odd); 2-10(Even)					
Northfield Avenue	72	P2			
1-71(Odd); 2-72(Even)					
Repton Road	95	P1			
1-105(Odd); 2-84(Even)					
Roehampton Drive	94	P1			
1-95(Odd); 2-60(Even); 68-98(Even)					
Shackerdale Road	68	P1			
45B; 1-45(Odd); 45A; 47-77(Odd); 4-56(Even)					
Shardlow Road	17	P1			
1-15(Odd); 2-18(Even)					
The Crescent	12	P1			
1-5(Odd); 5A-7A(Odd); 9; 2-12(Even)					
Tythorn Drive	30	P1			
1-37(Odd); 2-22(Even)					
Warmsley Avenue	15	P1			
1-15(Odd); 2-14(Even)					
Westfield Avenue	51	P1			
1-15(Odd); 21-63(Odd); 2-42(Even)					
Woodville Gardens	9	P1			
1-9(Cont)					

Agenda Item 11



Council	Tuesday, 06 December 2016	Matter for Decision
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Title: Land Charges Shared Services

Author: Anne Court (Director of Services / Monitoring Officer)

1. Introduction

This report seeks approval for the Council to enter into a Service Level Agreement and Delegation Agreement with Blaby District Council for the provision of Land Charges services on behalf of Oadby and Wigston Borough Council. This is to formalise the existing arrangement which has been in operation over the past year which has provided much needed resilience and will see the service through to the proposed migration of the Land Charges services to the Land Registry in the next five years.

2. Recommendations

That Members agree to delegate the Land Charges Service to Blaby District Council under S101 of the Local Government Act 1972.

3. Information

3.1. Land Charges provide information required during the conveyance of property and land.

The Local Land Charges statutory function is made of up:

- Maintaining the local land charges register;
- Providing Official Searches of the register for a fee; and
- Providing a personal search service for free (under the Environmental Information Regulations 2004 (EIR)).

The customer can choose either a full "Official" search directly from a local authority for which a charge is set or a personal search via a personal search company. Personal searches are now covered by the Environmental Information Regulations 2004 which have to be provided free of charge. The local authority just provides the raw data of simply a copy of all the registrations that are held on the local land charges register, it is for the customer to decide what information provided is relevant to that property or not.

Charging for provision of land charges is limited to a cost recovery basis, therefore the land charges service should not make a surplus at the end of the financial year. If a surplus is created it has to be ring-fenced to the service and fees adjusted to rectify the issue.

3.2. In terms of resilience, this Council has over the years experienced difficulty with limited resources to cover for annual leave/sickness of the Land Charges Officer as the service itself could not justify more than one full time post. More recently in 2015, with the Officer in post, leaving with a short notice period this resulted in a backlog of weeks in the turnaround of searches. This had a major impact for the customer in the buying /selling of property and generated a number of complaints (the usual position is

that searches will be provided within 15 working days at the latest.). It highlighted how important it is to have resilience in place. It proved difficult to find an experienced resource to run the service initially until discussions took place with Blaby District Council (BDC) who since 2011 have been operating a shared service on behalf of Hinckley & Bosworth Borough Council to provide resilience. BDC provided immediate assistance and in a short space of time, with the pool of resources they have, recovered the situation for this Council to a position where searches were being turning around in a matter of days. The arrangement with BDC has been working well for the past year, their experienced team of 4.8 FTEs provides adequate resilience for the service in times of annual leave and sickness, ensuring the service can continue to be provided and turnaround performance is consistently maintained within set delivery targets. The service includes not only providing the searches but also the statutory responsible of maintaining the local land charges register and administrative support for the software system, ensuring that essential upgrades and maintenance are undertaken as provided.

3.3. With the arrangement working well, it is proposed the arrangement is formally delegated to Blaby District Council. The agreement will provide that the above services will continue to be provided by BDC on behalf of the Council. The financial arrangements are that BDC will:-

- Set the fees for the service in consultation with the Council;
- Retain all income derived from the service from which the reasonable costs of obtaining data from Leicestershire County Council to respond to searches will be met;
- Cover the reasonable costs of the Council for the licensing of the software system; and
- Cover the reasonable costs of the Council associated with maintenance and improvement of the Leicestershire Land Charges Portal.

The Council will:-

- Cover the reasonable costs of BDC in providing EIR search results/legal documents which at the present time are not recoverable from the customer (BDC will continue to evaluate whether charges can be levied for access to information under the Environmental Information Regulations 2004 and if so, any income derived will reduce the costs payable to BDC for this element of the service);
- Ensure the Council's membership of the Local Land Charges Institute is maintained; and
- Cover the costs of upgrades and maintenance as and when necessary associated with the software system

3.4. With the historical resilience issues resolved and work already underway for the proposed migration of the land charges services from local authorities to HM Land Registry in the next five years, the formal delegation of the service to BDC at this time is a practical way forward.

Email: anne.court1@oadby-wigston.gov.uk

Tel: (0116) 257 2602

Implications	
Financial (CR)	There will be some residual costs relating to Council overheads which will need to be funded from General Fund Reserves, some of these however may be mitigated through efficiencies found during the 2017/18 budget setting process.

Legal (AC)	S101 of the Local Government Act 1972 allows for the delegation of functions from one Authority to another. The Council has a statutory duty to provide a Land Charges Service either internally or through delegation arrangements.
Risk (AC)	CR1 – Decreasing Financial Resources CR4 – Reputation Damage (if there is insufficient resilience) CR2 – Partnership Failure – the agreement will be kept under regular review.
Equalities (AC)	Initial Screening attached at Appendix A.
	Equality Assessment:-
	<input checked="" type="checkbox"/> Initial Screening <input type="checkbox"/> Full Assessment <input type="checkbox"/> Not Applicable



EQUALITY ASSESSMENT

PART 1 - INITIAL SCREENING

Name of Policy/Function: Shared service of Land Charges with delegation to Blaby District Council		This is new
		This is a change to an existing policy
	x	This is an existing policy, Function, not previously assessed
		This is an existing policy/function for review

Date of screening	2
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1. Briefly describe its aims & objectives

To provide resilience to the important Land Charges service, an informal arrangement has been in place with Blaby District Council to provide this service on the Council's behalf. BDC have been operating such a service for Hinckley & Bosworth BC since 2011. BDC has an experienced well resourced team. Since the informal arrangement commenced in 2015, the service has been running well, with performance targets for turnaround of searches being met.

2. Are there external considerations?

e.g. Legislation/government directive etc

The provision of Land Charges is a statutory function which the Council has to carry out or delegate to another local authority to do so on its behalf. S101 of the Local Government Act 1972 provides that services can be delegated between local authorities.

3. Who are the stakeholders and what are their interests?

Public/their legal representatives – buying and selling property – search information is an integral part of the conveyancing process
Personal search companies – who undertake searches on behalf of their customers

for the same reason

4. What outcomes do we want to achieve and for whom?

Resilience in meeting turnaround times to search requests for the public.

5. Has any consultation/research been carried out?

Research into ways of delivering the service in a resilient way has shown that a shared service can offer this

6. Are there any concerns at this stage which indicate the possibility of Inequalities/negative impacts?

Consider and identify any evidence you have -equality data relating to usage and satisfaction levels, complaints, comments, research, outcomes of review, issues raised at previous consultations, known inequalities) If so please provide details.

No known inequalities – no complaints have been made in the past year. Most of the information and application forms are via the website, but can be by postal means. In addition, the majority of searches are through Solicitors/personal search companies on behalf of customers, who will be able to access the web on the customer's behalf and visit the office.

7. Could a particular group be affected differently in either a negative or positive way?

Positive – *It could benefit*

Negative – *It could disadvantage*

Neutral – *Neither positive nor negative impact or not sure.*

	Type of impact, reason & any evidence
Disability	Neutral
Race (including Gypsy & Traveller)	neutral
Age	Neutral

Gender Reassignment	Neutral
Sex	Neutral
Sexual Orientation	neutral
Religion/Belief	neutral
Marriage and Civil Partnership	neutral
Pregnancy and Maternity	neutral

8. Could other socio-economic groups be affected

e.g. carers, ex-offenders, low incomes, homeless?

No

9. Are there any human rights implications?

No

10. Is there an opportunity to promote equality and/or good community relations?

No

11. If you have indicated a negative impact for any group is that impact legal?

i.e. not discriminatory under anti-discrimination legislation

N/A

12. Is any part of this policy/service to be carried out wholly or partly by contractors?

Yes by Blaby District Council

13. Is a Part 2 full Equality Assessment required?

No

14. Date by which a Part 2 full Equality Assessment is to be completed with actions.

Please note that you should proceed to a Part 2, the full Equality Impact Assessment if you have identified actual, or the potential to cause, adverse impact or discrimination against different groups in the community.

We are satisfied that an initial screening has been carried out and a full equality assessment **is not required*** (please delete as appropriate).

Completed by
(Policy/Function/Report written)

Anne E CoA

Date *28/11/16*

Countersigned by
(Head of Service)

[Signature]

Date

Screened by: _____

Date: _____

Please forward an electronic copy to: veronika.quintyne@oadby-wigston.gov.uk
(Community Engagement Officer)

Equality Assessments shall be published on the Council website with the relevant and appropriate document upon which the equality assessment has been undertaken.



Council	Tuesday, 06 December 2016	Matter for Decision
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Title: **41-43 Canal Street, South Wigston**

Author: **Adrian Thorpe (Planning, Development and Regeneration Manager)**
Anne Court (Director of Services / Monitoring Officer)

1. Introduction

- 1.1 The property, 41-43 Canal Street has been vacant for at least 15 years and is in a poor state of repair and despite rigorous attempts contact has not been possible with the owners. Therefore Council previously authorised the negotiation of terms with a developer for the refurbishment of 41 - 43 Canal Street, South Wigston. This was on the basis that the developer entered into an agreement with the Council regarding the Council pursuing a Compulsory Purchase Order (CPO) of the property and then the Council transfer ownership to the developer to carry out the works.
- 1.2 The proposed terms included that the developer would underwrite the CPO costs and lodge a sum equivalent to the CPO cost in an escrow account. However terms have not been able to be agreed with the developer so the sale will not be able to proceed.
- 1.3 Various options are explored as to what action to now take. On balance it is proposed to make the CPO and once confirmed to dispose of the property by the most appropriate of the options set out in this report.

2. Recommendations

- 2.1 It is recommended that Council:

- (1)** Makes a Compulsory Purchase Order under section 17 and Part XVII of the Housing Act 1985, and the Acquisition of Land Act 1981, for the acquisition of 41-43 Canal Street, South Wigston.
- (2)** That the Director of Services, in conjunction with the Chair of Policy, Finance and Development Committee and the Chief Financial Officer do anything necessary to give effect to the recommendation (1) above including but not limited to undertaking all procedural steps required to:
 - make advertise and secure confirmation and implementation of the Compulsory Purchase Order;
 - acquire the legal interest in the property the subject of the proposed Compulsory Purchase Order, whether by voluntary agreement or compulsorily using statutory powers set out in the preceding paragraph;
 - take all necessary action to deal with all matters relating to the payment of compensation and statutory interest including approval of agreement with land owners (if they come forward) setting out the terms for withdrawal of objections to the Order and where necessary and/or appropriate the instituting or defending of related proceedings;
 - dispose of the property in accordance with the proposals set out in this report.

3. Information

- 3.1 The property was marketed back in autumn 2014 and a developer was chosen to carry out the refurbishment. The Council would complete the CPO with the developer paying the market value, and that being paid into escrow (escrow being where money is held by a third-party on behalf of two transacting parties) with it being available for the named, but uncontactable owners, for a period of 12 years.
- 3.2 However, officers have been unable to finalise terms with the developer whereby they would pay the CPO price into escrow. The CPO price was based on a valuation undertaken by the Valuation Office Agency in October 2015. Officers offered a contribution from the Council pursuant to the previous Committee decision but the developer still considered it to be unviable.
- 3.3 The Council now has to reconsider its position. Potential options include to:
- invite fresh sealed bids with the highest bid winning;
 - redevelop the property by the Council;
 - sell the property by auction; or
 - do nothing.
- 3.4 In looking at each option the following comments are relevant:
- **Invite fresh sealed bids with the highest bid winning:** The Council would CPO the property, put it on the market and seek to enter into an agreement with the highest bidder who then redevelops the building. This approach has previously failed to bring forward redevelopment and whilst there has been interest in the property from other parties no firm offers have been received.
 - **The Council brings forward its own scheme:** Previous work by officers indicates that this does not appear financially viable. The Council has considered the scheme put forward by the developer which would appear not be a viable proposition.
 - **To auction the property:** The Council would go through the CPO process and then uses an auction to expose the property to the market. This allows all interested parties the opportunity to bid and thereby establishes a valuation at a given date. The risk is that that having had the CPO confirmed the property may not sell at auction (no reserve or a low reserve can mitigate some of this risk). The Council would then be left with the property and no end user. In this case the Council could then look to selling the property on the open market by private treaty.
 - **Do nothing:** This is not considered a viable option as the property has been vacant and unused for over fifteen years.
- 3.5 After considering each of the options, auctioning the property could be an appropriate way forward, although there is also scope to continue to give consideration to the appropriateness of the other options as the process proceeds. Given that establishing the sale price of the property has been the sticking point to date, if the property is placed in an auction any interested party can make a bid thus establishing its value. Provided that the auction is close to the valuation date for the CPO (the valuation date being the date the Council takes ownership of the property under the CPO) an auction would establish the market value at the time of possession and disposal.
- 3.6 In order to sell the property at auction the Council will need to have made the CPO and taken possession so that it has the freehold to sell on at the auction. Therefore the CPO needs to be made and confirmed so that the property is vested

in the Council before the auction date. The outstanding matter would be the level of compensation but that would be assessed as the sale figure from the auction. This compensation involves not just the sale price of the physical building but the other entitlements relating to disturbance, basic loss payment and professional fees

3.7 A disposal of the property by sealed offer/private treaty can be made conditional upon the purchaser agreeing a scheme of refurbishment. However, with a sale at auction this is unlikely to be the most appropriate way forward as such disposals are generally sold 'unfettered'. This means that if it was sold unconditionally then it would be left to the purchaser to carry out the works. In mitigation of this risk the purchaser will of course have paid for the property so is unlikely to not carry out refurbishment. Also, if the property was left to continue to deteriorate the Council would at least have a known owner to pursue for works/costs.

3.8 Procedurally the Council will need to go through the compulsory purchase procedure first which involves:

- the preparation, making and obtaining confirmation of the compulsory purchase order required for 41- 43 Canal Street, including the costs of any public inquiry;
- acquiring 41- 43 Canal Street and any compensation claim arising out of such acquisition; most of this will be covered by the sum realised at auction though potentially additional items falling on the Council relate to disturbance, basic loss payment and fees;
- any reasonable costs incurred in dealing with any compensation claims including any references to the Upper Tribunal (Lands Chamber) for determination of any claim; and
- any reasonable costs of dealing with any legal challenges/proceedings issued in relation to the exercise by the Council of its compulsory powers.

3.9 **Legal Issues**

Where owners cannot be traced or where a response from known owners is non-committal or otherwise unsatisfactory, there is scope for a compelling case in the public interest for enforcement action to be taken by the Council, to ensure that their strategy aims are achieved. In this case there is the length of the vacancy and the previous failed attempts to secure the renovation plus the Council's Corporate Plan in which the vision is to 'create the best quality of life for local people'. The Council's current agreed priorities include:

- Revitalise the town centres through development and by retaining free shoppers car parking
- Improve the health and well being of our residents

3.10 The reuse of this building therefore supports the Council's vision. Additionally, the vision and spatial objectives of the Oadby and Wigston Core Strategy refer to vibrant town centres with a prosperous economy and healthy and empowered communities that are safe, clean and attractive. In particular, spatial objective 4 refers to continuing regeneration initiatives in South Wigston.

3.11 In this particular case the Council has made every effort to secure the improvement of the property to the benefit of the street scene and locality generally, particularly given the continued deteriorating state of the premises.

3.12 The Council has the power under section 17 of the Housing Act 1985 to acquire land by way of compulsory purchase (land in this instance includes houses) for housing purposes. Part XVII of the Housing Act 1985 applies to compulsory purchase. This in turn applies, with modifications, the Acquisition of Land Act 1981

(compulsory purchase procedure), the Compulsory Purchase Act 1965 (post confirmation procedure) and the Land Compensation Act 1961 (amount and assessment of compensation).

- 3.13 The Compulsory Purchase Order must be advertised locally and copies served on all owners, lessees or reputed lessees, tenants or reputed tenants (other than lessees), and occupiers (except tenants for a month or less). If any statutory objector (a statutory objector can be an owner, lessee or occupier, not a licensee or tenant for one month or less of land within the Order) has objected within the stipulated period and not withdrawn the objection, the Secretary of State can cause a public local inquiry to be held:

- to afford the objector an opportunity of appearing before and being heard by a person appointed by the Secretary of State; or
- with the consent of the objector, to follow a written representations procedure, and then consider his findings before determining whether or not to confirm, quash or modify the Order.

- 3.14 In the event that there is no objection, the Secretary of State may, in certain circumstances, permit the Council to confirm the Order. The confirmation of the Order may be challenged on a point of law within 6 weeks of the publication of such confirmation. Any dispute as to the amount of compensation to be paid is referred for determination to the Upper Tribunal (Lands Chamber). The Council is obliged to act in a way which is compatible with the European Convention on Human Rights.

The Convention Rights relevant to compulsory acquisition are as follows:

Article 1 (of the First Protocol)

- This protects the right of everyone to the peaceful enjoyment of possessions. No one can be deprived of possessions except in the public interest and subject to the relevant national and international laws.

Article 6 (of the Convention)

- This provides that in determining civil rights and obligations everyone is entitled to a fair and public hearing within a reasonable time by an independent and impartial tribunal established by law.

Article 8 (of the Convention)

- This protects private and family life, home and correspondence. No public authority can interfere with these interests except if it is in accordance with the law and is necessary in the interests of national security, public safety or the economic well being of the country.

Article 14 (of the Convention)

- This protects the right to enjoy rights and freedoms in the Convention free from discrimination on any ground such as sex, race, colour, language, religion, political or other opinion, or national or a social origin.

- 3.15 These rights are qualified rights and may be interfered with provided such interference is prescribed by law, is pursuant to a legitimate aim, is necessary in a democratic society and is proportionate. In this case, compulsory purchase of land is permitted under the terms of the Housing Act 1985 and is subject to a statutory procedure (giving rights to consultation and to be heard at a Public Inquiry) which is being followed. In addition, compensation is payable making the action fair and proportionate.

- 3.16 The Council will use the General Vesting Declaration procedure under the Compulsory Purchase (Vesting Declarations) Act 1981 to vest the property in the Council. Compulsory Purchase is a drawn out process and can take between 6 and 18 months with the first step being the making of a resolution then a draft order is published and a notice fixed on the property and served on those with an interest in the property.

Background Documents:-

None

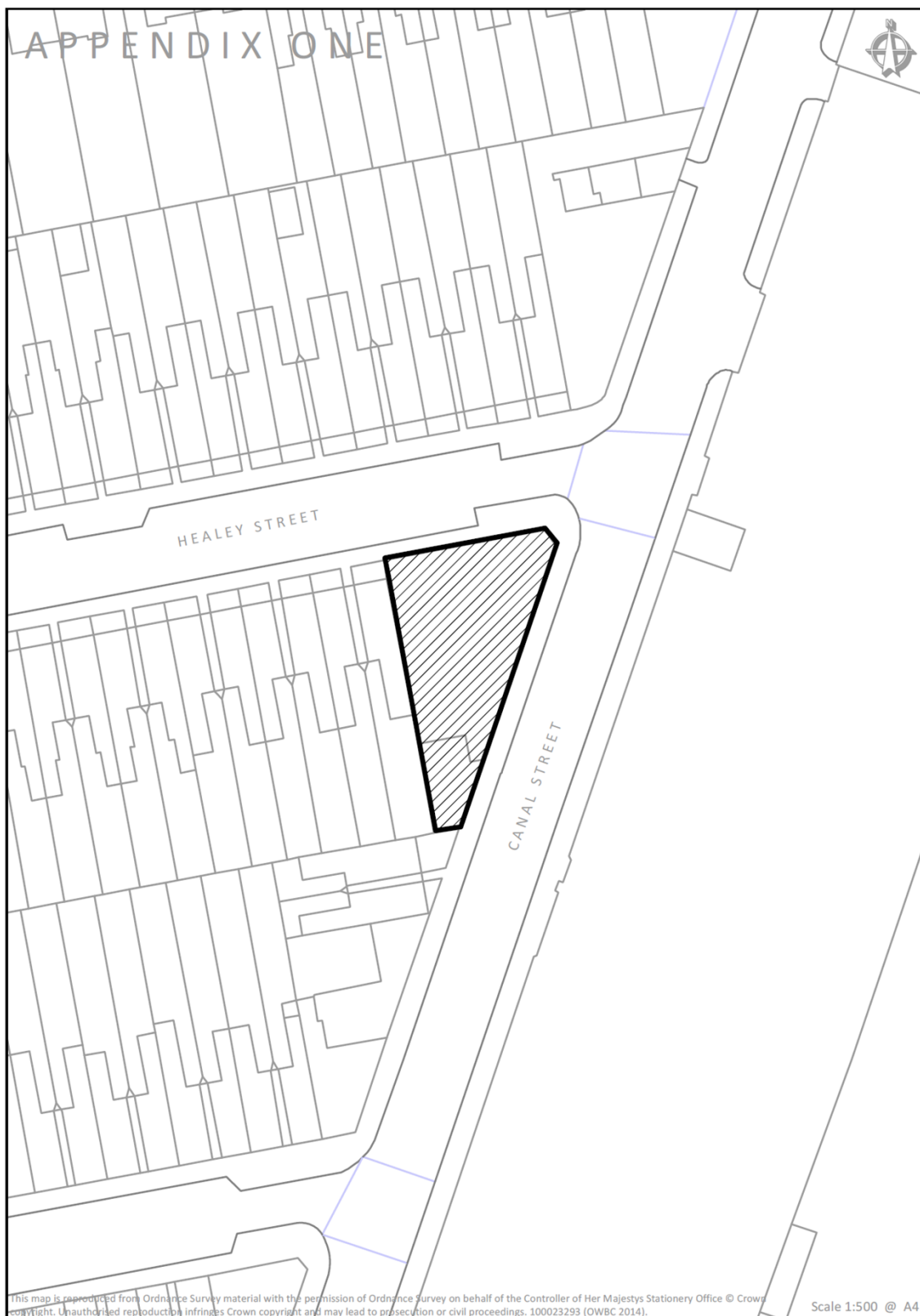
Email: stephen.meynell@oadby-wigston.gov.uk

Tel: (0116) 257 2705

Implications	
Financial (CR)	As the owners cannot be contacted the use of compulsory purchase powers allows the Council to acquire the property. The compensation will be based on the date of disposal. Therefore if the property is sold at auction or otherwise close to the acquisition date that establishes the property value. Additionally, if the owners materialise they will be entitled to a basic loss payment, disturbance and professional fees. The proceeds from the sale would be put in escrow and then if the owners do not claim them the money reverts to the Council. The disturbance, basic loss payment and professional fees would need to be underwritten by the Council. The extent of such costs are dependent on the sale price as the basic loss payment is 7.5% of the freehold sale price. On a sale price of £200,000 the additional costs would be in the region of £35,000. The council previously set aside up to £117,500 in capital to contribute up to 50% of the price as part of the negotiations with the developer. This sum is still shown in the capital budget. A total sum of £350,000 is in the budget for the Compulsory Purchase Order including acquiring the property.
Legal (AC)	See the main report with reference to the Compulsory Purchase Order and transfer to the purchaser.
Risk (AT)	<p>Corporate Risk 5 (effective utilisation of land and buildings) and 9 (economy) Compulsory Purchase Order is not confirmed. <i>This is a low risk and most orders do not need an Inquiry. It can be also be mitigated by continued negotiations with any objectors.</i></p> <p>Corporate Risk 5 (effective utilisation of land and buildings) and 9 (economy) The purchaser cannot obtain planning consent for their scheme. <i>An existing consent is in place that establishes the suitability for residential use.</i></p> <p>Corporate Risk 5 (effective utilisation of land and buildings) The purchaser does not complete the renovation works. <i>If sold by auction then it would likely be sold on an unconditional basis and it would be left to the purchaser to carry out the works. In mitigation of this risk the purchaser will of course have paid for the property. If it was left to continue to deteriorate the Council would then have a known owner to pursue for works/costs.</i></p> <p>Corporate Risk 5 (effective utilisation of land and buildings) The continuing deterioration of the building. <i>By adopting the current approach the purchaser will be able to commence works either on the basis of the existing planning consent or they can seek a fresh consent.</i></p>

	<p>Corporate Risk 5 (effective utilisation of land and buildings) The owner materialises before CPO is confirmed and fails to improve the property. <i>The owners can negotiate directly a purchaser. If the owner wishes to retain the property undertakings are obtained to bring the property into a satisfactory state within a time period during which time the CPO process is not abandoned but the Council gives an undertaking to withdraw if the works are done in time.</i></p> <p>Corporate Risk 5 (effective utilisation of land and buildings) The original owners materialise within 12 years of sale and dispute compensation. <i>A sale at auction or otherwise will establish the market value and money will be paid into an escrow account so will be available should the owners materialise.</i></p> <p>Corporate Risk 6 (regulatory governance) High court challenge to a confirmed CPO. <i>Mitigated by the correct procedures being followed.</i></p>
Equalities (AT)	An Equalities Assessment has been carried out.
	Equality Assessment:-
	<input checked="" type="checkbox"/> Initial Screening <input type="checkbox"/> Full Assessment <input type="checkbox"/> Not Applicable

Appendix 1





Equality Impact Assessment

Part 1 - Initial Assessment or screening

Name of Policy/Function: The Regeneration of 41 Canal Street, South Wigston	√	This is new
		This is a change to an existing policy
		This is an existing policy, not previously assessed

Date of screening	Updated 28 November 2016
Name of screener	Stephen Meynell

1. Briefly describe its aims & objectives

The aim of the project is to bring back into use 41 Canal Street, a property that has been empty for many years, for residential purposes. A developer or a third party will be sought to underwrite the Compulsory Purchase Order prior to then refurbishing for residential use.

2. Are there external considerations? (legislation/government directive etc)

No

3. Who are the stakeholders and what are their interests?

The stakeholders are Oadby and Wigston Borough Council who are promoting the Compulsory Purchase Order and the prospective developer who will bring the property back into use.

4. What outcomes do we want to achieve and for whom?

To bring back into use a derelict building for residential use; to provide local housing opportunities.

5. Has any consultation/research been carried out?

The opportunity to develop this building, in partnership with the Council, was sought by inviting Expressions of Interest from suitably experienced developers. This opportunity was publicised via the Council's website and through current advertisements placed in local and national property publications and websites. However, despite interest from a developer they did not go forward with their proposals.

6. Are there any concerns at this stage which indicate the possibility of inequalities/negative impacts? (Consider & identify any evidence you have - equality data relating to usage & satisfaction levels, complaints, comments, research, outcomes of review, issues raised at previous consultations, known inequalities) If so please provide details.

No

7. Could a particular group be affected differently in either a negative or positive way? (Positive – it could benefit, Negative – it could disadvantage, Neutral – neither positive nor negative impact or Not sure?)

	Type of impact, reason & any evidence
Disability	Positive – impact of a building being brought forward for new housing or commercial development, which will now be accessible, plus job opportunities
Race (including Gypsy & Traveller)	Positive - impact of a building being brought forward for new housing or commercial development and potential job creation
Age	Positive - impact of land being brought forward for new housing or commercial development and potential job creation
Gender Reassignment	Positive - impact of land being brought forward for new housing or commercial development and potential job creation
Sex	Positive - impact of land being brought forward for new housing or commercial development and potential job creation
Sexual Orientation	Positive - impact of land being brought forward for new housing or commercial development and potential job creation
Religion/Belief	Positive - impact of land being brought forward for new housing or commercial development and potential job creation
Marriage and Civil Partnership	Positive - impact of land being brought forward for new housing or commercial development and potential job creation

Pregnancy and Maternity	Positive – impact of land being brought forward for new housing or commercial development and potential job creation
-------------------------	---

8. Could other socio-economic groups be affected e.g. carers, ex-offenders, low incomes?

For ex-offenders and those on low incomes the positive aspect of the potential for an employment site being brought forward offering job opportunities. As the land is being developed for residential purposes the development of a number of affordable units would be in accordance with Core Strategy Policy 11.

9. Are there any human rights implications?

No

10. Is there an opportunity to promote equality and/or good community relations?

Yes in terms of equality, because of the potential benefits that this development offers for the developer and the users of the refurbished building and the construction job opportunities for local people. Furthermore in respect to good community relations, 41 Canal Street has been empty and in a poor condition for many years and a refurbished building will have a positive impact for those people living, working and visiting the area.

11. If you have indicated a negative impact for any group is that impact legal (not discriminatory under anti-discrimination legislation)?

N/A

Yes/No (please explain)

12. Is any part of this policy/service to be carried out wholly or partly by contractors?

Yes

13. Is a full impact assessment required?

No

14. Date by which a full impact assessment is to be completed and actions

Please note that you should proceed to a Part 2, the full Equality Impact Assessment if you have identified actual, or the potential to cause, adverse impact or discrimination against different groups in the community.

We are satisfied that an initial screening has been carried out and a full impact assessment is **not required*** (please delete as appropriate).

Completed by: Stephen Meynell

Date: 28/11/2016

Countersigned by: Adrian Thorpe

Date: 28/11/2016

Please keep the signed hard copy with your team for auditing purposes and forward an electronic copy to the HR & Equalities Officer so that it can be published on the Council website

Agenda Item 13



Council

**Tuesday, 06
December 2016**

**Matter for Information
and Decision**

Title: Blaby District Local Plan – Delivery Plan DPD (Preferred Options)

Author: Adrian Thorpe (Planning, Development and Regeneration Manager)

1. Introduction

Blaby District Council published its Delivery Plan DPD (preferred options) for consultation. This report sets out the comments of the Borough Council in relation to the Local Plan document.

2. Recommendations

It is recommended that Members approve the comments set out in paragraph 3.3 of this report as Oadby and Wigston Borough Council's formal response to Blaby District Council's Delivery Plan DPD (preferred options).

3. Information

- 3.1. Blaby District Council adopted its Core Strategy in 2013, which it describes as the 1st part of the Local Plan. This consultation document forms the second part of the Local Plan that outlines how the Council seeks to deliver the spatial strategy, as set out within the first part. The Delivery Plan DPD (preferred options) document runs for the same Plan period as the Core Strategy.
- 3.2. The Delivery Plan DPD (preferred options) document sets out Local Plan Allocations, Designations and Development Management policies. For consultation purposes, the document sets out a number of different questions that are specific to allocations and delivery.
- 3.3. The Council does not have any specific comments relating to the questions outlined within the consultation document, however would advocate that Blaby District Council always take account of the most up to date evidence base, specifically that which could have Leicester and Leicestershire Housing Market Area wide influences, for example housing, employment and transport.

Email: jamie.carr@oadby-wigston.gov.uk

Tel: (0116) 257 2652

Implications	
Financial (CR)	No significant implications.
Legal (AC)	No significant implications.
Risk (AT)	No significant implications.
Equalities (AT)	No significant implications.
	Equality Assessment:-
	<input type="checkbox"/> Initial Screening <input type="checkbox"/> Full Assessment <input checked="" type="checkbox"/> Not Applicable



Council	Tuesday, 06 December 2016	Matter for Information and Decision
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Title: Melton Local Plan - Pre Submission Draft

Author: Adrian Thorpe (Planning, Development and Regeneration Manager)

1. Introduction

Melton Borough Council has published its Melton Local Plan: Pre Submission Draft for consultation. This report sets out the comments of the Borough Council in relation to the Local Plan document.

2. Recommendations

It is recommended that Members approve the comments set out in paragraph 3.3 of this report as Oadby and Wigston Borough Council's formal response to Melton Borough Council's Local Plan Pre Submission Draft document.

3. Information

- 3.1. Melton Borough Council is currently on consultation for its Local Plan Pre Submission Draft document. The consultation runs from Tuesday 8th November 2016 until Wednesday 19th December 2016.
- 3.2. Melton Borough Council is seeking to adopt its Local Plan in 2018 and will cover a 25 year Plan period from 2011 to 2036. The Local Plan will set out the development strategy for the 25 year Plan period, however will be subject to regular review. Within the pre submission document the Council has set out a review 'trigger' policy. The wording for the 'trigger' policy was agreed by all of the local authorities within the Leicester and Leicestershire Housing Market Area. It was agreed that all local authorities should use a consistent form of words in each of their individual plans in relation to 'trigger' policies.
- 3.3. The Council does not have any specific comments relating to the questions outlined within the consultation document, however would advocate that Melton District Council always take account of the most up to date evidence base to inform its Local Plan, specifically that which could have Leicester and Leicestershire Housing Market Area wide influences, for example housing, employment and transport.

Email: jamie.carr@oadby-wigston.gov.uk

Tel: (0116) 257 2652

Implications	
Financial (CR)	No significant implications.
Legal (AC)	No significant implications.
Risk (AT)	No significant implications.
Equalities (AT)	No significant implications.
	Equality Assessment:-
	<input type="checkbox"/> Initial Screening <input type="checkbox"/> Full Assessment <input checked="" type="checkbox"/> Not Applicable

**MINUTES OF A MEETING OF THE DEVELOPMENT CONTROL COMMITTEE HELD AT THE
COUNCIL OFFICES, STATION ROAD, WIGSTON ON THURSDAY, 25 AUGUST 2016
COMMENCING AT 7.00 PM**

<u>IN ATTENDANCE:</u>		
Chair - Councillor L A Bentley Vice-Chair - Councillor Mrs L M Broadley		
<u>COUNCILLORS (11):</u>		
G S Atwal G A Boulter F S Broadley D M Carter	B Dave R E Fahey D A Gamble J Kaufman	Dr T K Khong Mrs H E Loydall R E R Morris
<u>OFFICERS IN ATTENDANCE (4):</u>		
S J Ball T Boswell	D Gill P McEvoy	
<u>OTHERS IN ATTENDANCE (1):</u>		
Dr J Mercer		

Min Ref.	Narrative	Officer Resp.
10.	<u>APOLOGIES FOR ABSENCE</u> An apology for absence was received from Councillor Mrs S Z Haq.	
11.	<u>APPOINTMENT OF SUBSTITUTES</u> None.	
12.	<u>DECLARATIONS OF INTEREST</u> In respect of planning application number 16/00175/FUL: (i) Councillor R E Fahey declared a non-pecuniary interest insofar as he had previously presented a petition to the Leicestershire County Council Highway Forum for Oadby and Wigston on 15 October 2015 regarding car parking abuse by parents on, amongst other streets in the area, New Street, Oadby; (ii) Councillors J Kaufman and D A Gamble declared a non-pecuniary interest insofar as they had previously supported community campaigns lead by the Save Our Schools (Oadby) campaign group. All Members confirmed that they attended the meeting without prejudice and with an open mind.	
13.	<u>MINUTES OF THE PREVIOUS MEETING HELD ON 28 JULY 2016</u> RESOLVED THAT: The minutes of the previous meeting of the Committee held on 28 July 2016 be taken as read, confirmed and signed.	

14.	<p><u>PETITIONS AND DEPUTATIONS</u></p> <p>None.</p>	
15.	<p><u>DELEGATION TO OFFICERS OF CLUED'S AND SIMILAR QUASI-JUDICIAL DECISIONS</u></p> <p>The Committee gave consideration to the report (at pages 8 - 9) as delivered and summarised by the Interim Planning Control Manager which should be read together with these minutes as a composite document.</p> <p>Councillor Mrs H E Loydall moved the recommendations <i>en bloc</i> as set out at paragraphs 2.1 and 2.2 of the report (at page 8).</p> <p>The Vice-Chair seconded the recommendations.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <ul style="list-style-type: none"> (i) In future, all applications for a Certificate of Lawful Use (CLUED), should ordinarily be delegated to the Planning Control and Regeneration Manager acting in consultation with legal advice, where any question of relevant law arises; and (ii) Such applications for any Certificate of Lawful Use (CLUED) should not ordinarily give rise to public consultations as would any "ordinary" planning application, other than any specific enquiries to establish or confirm the facts of the case, sufficient to confirm those facts beyond a balance of probabilities. 	
16.	<p><u>REPORT OF THE PLANNING CONTROL MANAGER</u></p> <p>1. Application No. 6/00175/FUL - Launde Primary School, New Street, Oadby, Leicester, Leicestershire, LE2 4LJ</p> <p>Dr Justine Mercer spoke upon the application on behalf the Save Our Schools (Oadby) campaign group as an objector. She stated that the application, if granted, would exacerbate the traffic congestion on New Street, Oadby due to a proposed increased pupil capacity from 540 to 640 students. She opined that due process had been subverted as a Travel Plan had not been submitted before, or at the time, of the making of the application. It was said that the recommendation (at page 19) was not based upon the proper scrutiny of the recently published Travel Plan which, in her opinion, offered little to mitigate traffic congestion and requested the Plan be remitted for improvement and review before the application was to be considered.</p> <p>Councillor Mrs H E Loydall sought clarification from the speaker as to the cited increase in pupil capacity.</p> <p>Dr Mercer stated that, to her understanding, an increase of 100 pupils was anticipated by the application's proposal.</p> <p>The Committee gave consideration to the report (at pages 11 - 18) as delivered and summarised by the Interim Planning Control Manager which should be read together with these minutes as a composite document.</p> <p>The Interim Planning Control Manager added that the existing Travel Plan, as proposed at condition 3 (at page 17), was a starting point to achieve an</p>	

	<p>attenuation in traffic congestion and that there were numerous initiatives for potential inclusion within the Plan that could consistently lower car generation. He stated that the Travel Plan was to be reviewed annual by the school's governing body to achieve this.</p> <p>The Chair moved for the application to be debated by the Committee.</p> <p>Councillor Mrs H E Loydall seconded the Chair's motion.</p> <p>Councillor J Kaufman enquired as to how any measurement of the success of the proposed Travel Plan to mitigate traffic congestion was to be ascertained.</p> <p>The Interim Planning Control Manager advised that the school, as part of its annual review process, was to monitor and compare the levels of car generation from the start to the end of the next academic year and to make adjustments (viz. a walking-bus arrangement, parental contracts) to the Plan, accordingly.</p> <p>With reference to the 'Summary' (at page 16), Councillor B Dave sought clarification as to 'providing the applicant can <i>demonstrate at a minimum...</i>' (emphasis added). He was critical of the short commentary provided by the Highways Authority at Leicestershire County Council (at page 12) and stated that content of the report in respect of the traffic congestion did not reconcile with the situation on the ground.</p> <p>The Legal Advisor advised that the expert commentary provided by the Highways Authority, albeit short, was to be read as no objection(s) having been raised. He stated that Members' objections must be robustly formulated to withstand scrutiny.</p> <p>Councillor K J Loydall asked whether the anticipated highway works by the Highways Authority had been taken into consideration in respect of the application.</p> <p>The Legal Advisor advised than any proposed works by the Highways Authority was an enforcement matter and was not tantamount to an objection of highways grounds.</p> <p>Councillor G S Atwal enquired as to the feasibility to condition the installation of CCTV as an enforcement measure and to adjust the catchment area for the school in question to alleviate the traffic congestion.</p> <p>The Interim Planning Control Manager and Legal Advisor jointly-advised that the questionable legal basis for the installation of CCTV, particularly in respect of data protection, rendered any condition potentially unlawful. Members were further advised that it was not the proper remit for a school to act as an enforcement agent.</p> <p>The Chair advised that this Council had no jurisdiction over catchment areas.</p> <p>The Vice-Chair noted the potential implications as to increased traffic congestion and stated that due weight and consideration ought to be give to the existing Travel Plan.</p> <p>The Chair moved to substantively amend condition 3 (at page 17) from '...a</p>	
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	<p>School Travel Plan shall be undertaken...' to 'shall be <i>approved by Officers</i>' (emphasis added).</p> <p>Councillor D M Carter seconded the substantive amendment.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>Condition 3 (as set out in the report at page 17) be amended, accordingly.</p> <p>With reference to the 'Description of proposal' (at page 12), Councillor Mrs H E Loydall enquired as how the existing playground was to be compensated. She said that no reference was made in the report to neither confirm nor deny the suggested increase in pupil capacity. She further warned that, if Members were minded to refuse planning permission on highways grounds, the prospect of a successful appeal was probable given the Highway Authority's expert determination.</p> <p>The Legal Advisor advised that refusal on the aforesaid grounds may be considered as unreasonable and, therefore, would warrant substantial costs borne to this Council upon an appeal.</p> <p>The Interim Planning Control Manager reported that the application sought to erect two new teaching blocks/classrooms and that no exact figure as to the additional number of pupils was known. He stated that a re-configuration of the external playground area between the existing buildings and wider premises would provide for such adequate compensation of loss of space.</p> <p>Councillor Mrs H E Loydall requested the Chair to investigate the adequate and sufficient provision of playground area(s) in view of the increased capacity.</p> <p>With reference to the 'Description of proposal' (at page 12), Councillor G A Boulter sought assurances as to whether a replacement on-site tree provision was in place.</p> <p>With reference to the application plan, the Interim Planning Control Manager reported that a tree survey accompanied the application and that: a number of significant trees surrounding the proposed buildings were to be retained; some trees to be removed were to be replaced; and some trees to be permanently removed to accommodate the proposal were considered either minor or insignificant.</p> <p>Councillor R E R Morris suggested a staggering of the start and end times between the different key stage groups at the school in order to alleviate traffic congestion.</p> <p>The Legal Advisor noted that, if Members were minded to permit planning permission subject to the aforesaid amendment, the Council was in a position of strength to insist on a robust Travel Plan to address a long-standing issue which would otherwise be impossible to control and, or, influence if permission was refused.</p> <p>Councillor R E Fahey enquired as to the appropriate level on Member involvement in the formation of the Travel Plan.</p> <p>The Chair and Legal Advisor jointly-advised that the delegation to Officers with the professional expertise was required to properly manage the issue</p>	
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	<p>and that Members were not restricted from indirectly contributing to the consultation process.</p> <p>Councillor J Kaufman expressed his concern regarding the omission of a number of salient facts from the report upon which to make a less than fully-informed decision.</p> <p>Councillor G A Boulter enquired as to the omission of the permitted hours of construction from the application's conditions.</p> <p>The Legal Advisor advised that other, more effective legal and regulatory mechanisms (viz. statutory noise nuisances, abatement notices, temporary stop notices) were available to regulate and enforce upon this area of concern.</p> <p>Councillor G A Boulter moved to substantively add a condition so that any replacement planting of trees would be situated on-site.</p> <p>Councillor Mrs H E Loydall seconded the substantive addition.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>That a condition requiring the replacement planting of trees to be situated on-site be added, accordingly.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>The application be PERMITTED planning permission subject to the condition(s) (as amended).</p>	
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THE MEETING CLOSED AT 8.09 PM



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CHAIR
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THURSDAY, 22 SEPTEMBER 2016
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Agenda Item 15b

**MINUTES OF A MEETING OF THE CHILDREN AND YOUNG PEOPLES' FORUM HELD AT
THE COUNCIL OFFICES, STATION ROAD, WIGSTON ON THURSDAY, 1 SEPTEMBER
2016 COMMENCING AT 7.00 PM**

<u>IN ATTENDANCE:</u>	
Chair - Councillor R E R Morris	
<u>COUNCILLORS (2):</u>	
Miss M V Chamberlain	Mrs S B Morris
<u>OFFICERS IN ATTENDANCE (1):</u>	
M Smith	
<u>OTHERS IN ATTENDANCE (3):</u>	
J Crane (Wigston Club for Young People, Young Leicestershire)	PCSO 6154 K Baladi (Leicestershire Police)

Min Ref.	Narrative	Officer Resp.
11.	<u>APOLOGIES FOR ABSENCE</u> Cllr L A Bentley, Cllr Ms A R Bond, Cllr Ms K Chalk, G White (Youth Offending Service - IMPACT Team)	
12.	<u>MINUTES OF THE LAST MEETING</u> RESOLVED THAT: That the Minutes of the Forum held on 1 June 2016 be taken as read, confirmed and signed.	
13.	<u>POLICE UPDATE</u> PCSO Baladi provided the forum with an update on youth related areas of concern the Police currently have in the Borough. K Baladi stated that whilst Anti-Social Behaviour around the Junction Road / McDonalds area has continued he, and his colleagues, are working closely with the restaurant to alleviate in the issue. The Youth Offending Service's IMPACT Team is also still working in the area. It is clear that a lot of 'city based' young people are still travelling into the area. There were a number of reports during the summer holiday of young people accessing a derelict building within the Borough. The Police worked with the building's landlord to secure the site and ensure that access to it is not possible for the general public. Reports of Anti-Social Behaviour in Oadby and South Wigston have both quietened down dramatically. Cllr Miss Chamberlain raised an issue where damage to the safety flooring around the slide on Little Hill Park was posted on 'Spotted Wigston', a Facebook group for residents. It is alleged that this damage has been	

	<p>caused intentionally by 'older young people' for whom the park is not designed. PCSO Baladi stated that whilst there were a number of calls received about the park last year there have been none this year; he went on to say that he would look into the 'Spotted Wigston' post however. PCSO Baladi also encouraged that incidents are reported to the Police and not just placed on Facebook.</p> <p>J Crane mentioned that whilst the Wigston Club for Young People, adjacent to Little Hill Park, was closed in August it has now reopened on a Monday and Wednesday evening. It appears, however, that the public believe the club to be permanently closed which is not the case. PCSO Baladi stated that he would ensure his colleagues are aware the club is open in order to signpost young people to it.</p> <p>M Smith pointed out that now we are in September that the Reality Youth Bus will be back in the Borough and located next to the Wigston Club for Young People. Unfortunately dates for this are not yet confirmed but will definitely start in September; M Smith will ensure that the bus staff are aware of the club's opening hours in order to promote it.</p>	MS
14.	<p><u>IMPACT TEAM UPDATE</u></p> <p>Due to apologies received this item was withdrawn from the agenda.</p>	
15.	<p><u>SUPERSONIC BOOM 2016 DEBRIEF</u></p> <p>M Smith provided the forum with an overview document of the feedback received from stall holders at the close of this year's Supersonic Boom. 21 of the event's 33 stall holders completed the evaluation form provided to them.</p> <p>The feedback from the stalls was mostly positive although many mentioned that trade was slow on the day; several put this down to the weather which, whilst perfect for such an event, was so warm that many members of the public arrived to watch the entertainment but then did not engage with the stalls as well as in previous years.</p> <p>General feedback received states the event's appearance was more of a 'festival appearance' this year, with additional gazebos and flags dotted around the site, which made 2016's event stand out from previous years.</p> <p>Learning from this year's event is to acquire additional bins for the 'far side' of Blaby Road Park; there was more litter than last year which required a litter pick to amend prior to OWBC refuse staff collecting rubbish bags the following day.</p> <p>This was also the first year that employed advertising on Facebook and at the majority of 'Poké-Stops', in-game real life locations within the 'Pokémon Go' game, where posters for Supersonic Boom were placed. Each Poké-stop regularly attracts young people within the Youth Council's, and Supersonic Boom's, target age range so the need to advertise at them was obvious.</p> <p>Unfortunately on several occasions the A4 and A3 posters for Supersonic Boom that were placed on Blaby Road Park, and around the Borough, were torn down by individuals. These were shortly replaced but highlight the issue of having a banner for Supersonic Boom; the cost of printing and laminating</p>	

	<p>new posters is low compared to the cost of replacing a canvas banner.</p> <p>This year's event raised £480.00 which will be split evenly between the Oadby Youth Centre and the Wigston Club for Young People. M Smith will be arranging cheque presentations to representatives of each club for September's Youth Council meeting.</p>	MS
16.	<p><u>YOUTH COUNCIL UPDATE</u></p> <p>The Chair provided a short update on the work of the Youth Council; in it he stated that due to the planning of Supersonic Boom much of the Youth Council's focus was on the event. August's meeting was used solely for the delivery of leaflets regarding the expected noise from Supersonic Boom to residents living along, and off of, Lansdowne Grove.</p> <p>For September's meeting the Youth Council will be electing a new Chair and Vice Chair due to the current occupants moving on to university. This increases the need of the Youth Council to promote themselves and their work effectively with the goal of recruiting several new members to the group.</p> <p>From September's meeting the Youth Council will be refocusing on their ongoing Arriva campaign as well as supporting the UK Youth Parliament's 'Make Your Mark' campaign.</p>	
17.	<p><u>SAFEGUARDING / PREVENT UPDATE</u></p> <p>M Smith provided each member present with a copy of the current 'Safeguarding Handbook' he has developed for all OWBC staff and members. This handbook provides a quick 'go to' guide for safeguarding queries as well as detailing the process required to raise a safeguarding concern. Whilst the new safeguarding policies M Smith has drafted are being adopted by the Council the handbook acts as a more up to date reference than the existing policy documents.</p> <p>Once the revised policies have been adopted all members will be invited to attend safeguarding training based upon them. Variations on this training will also be rolled out as mandatory training to all OWBC staff.</p> <p>M Smith also provided members with the dates of the current round of PREVENT training that all OWBC staff will undertake. An open invite was given to members to attend one of these sessions. PREVENT is the Government's initiative for safeguarding those at risk of being radicalised by any extremist movement and ties into the revised safeguarding policies and procedures.</p>	
18.	<p><u>ANY OTHER BUSINESS</u></p> <p>M Smith informed members that the Leicestershire County Council website for young people, The Jitty, was closing due to the deletion of the staff posts at the Council whose purpose it was to maintain the site. Members raised the query that as The Jitty was originally an OWBC initiative would it be possible for OWBC to recover the domain name; M Smith stated he would look into this.</p>	MS

THE MEETING CLOSED AT 7.45 PM



CHAIR

WEDNESDAY, 25 JANUARY 2017

Agenda Item 15c

**MINUTES OF A MEETING OF THE SOUTH WIGSTON RESIDENTS' FORUM HELD AT THE
BASSETT STREET COMMUNITY HUB, BASSETT STREET, SOUTH WIGSTON,
LEICESTERSHIRE, LE18 4PE ON WEDNESDAY, 7 SEPTEMBER 2016 COMMENCING AT
7.30 PM**

IN ATTENDANCE:

Chair- Councillor John Boyce

Councillor B Boulter , Councillor R E R Morris

Residents in attendance: C Walter, M Ray, T Sumpter, R Pearce, J Guesford, L Shaw, N Hall, P.M Chenery, R Hughes,

K Gunn, J Naylor, K Hall, Y Johnson, R Carter, J Sealey

Others in Attendance: V Quintyne (OWBC), J Griffiths (OWBC), J Cooke (The Conservation Volunteers), D Cliffe(Voluntary Action Leicester),Police Community Support Officer J Darby, L Wills (Phoenix Therapies),P North (Phoenix Therapies),C Robertson (Pride of the Borough)

Apologies: Councillor S Morris (Chair)

Min Ref.	Narrative	Officer Resp.																					
11.	<p><u>LOCAL POLICING ISSUES</u></p> <p>Police Community Support Officer J Darby presented the crime prevention statistics. These cover the last three months. They are noted as follows.</p> <table> <tr> <th></th><th>Last 3 months</th><th>Previous</th></tr> <tr> <td>3 months</td><td></td><td></td></tr> <tr> <td>Burglary Dwelling</td><td>6</td><td>4</td></tr> <tr> <td>Burglary other than Dwelling</td><td>3</td><td>6</td></tr> <tr> <td>Theft of Motor Vehicle</td><td>0</td><td>3</td></tr> <tr> <td>Theft from Motor Vehicle</td><td>10</td><td>5</td></tr> <tr> <td>Robbery</td><td>0</td><td></td></tr> </table> <p>One empty property was burglaried. Sporadic thefts took place from unsecured vehicles. Sat Navs were targeted. Police consultations of residents are ongoing. Blaby Road park was flagged as a problem area. The problem was resolved .No additional problems have been reported. One man was placed on an Anti Social Behaviour contract for stealing from children and for assaults. He is now excluded from the South Wigston area.</p> <p>Young people performing anti social behaviour acts have been visited by the Police and given suitable warnings. A project on bowling and citizenship is being established by Police Constable Carl Sutherley. Cycle lanes on the Saffron Road are the responsibility of the County Council Highways</p>		Last 3 months	Previous	3 months			Burglary Dwelling	6	4	Burglary other than Dwelling	3	6	Theft of Motor Vehicle	0	3	Theft from Motor Vehicle	10	5	Robbery	0		
	Last 3 months	Previous																					
3 months																							
Burglary Dwelling	6	4																					
Burglary other than Dwelling	3	6																					
Theft of Motor Vehicle	0	3																					
Theft from Motor Vehicle	10	5																					
Robbery	0																						

	<p>department. The County Council is carrying out consultation on removing traffic islands and other road furniture. A resident was concerned this may mean children are at risk from running between the traffic.</p> <p>The Police are aware of people parking on double yellow lines on Countesthorpe Road. This is to be addressed.</p> <p>Parking on double yellow lines is an issue for the County Council Highways department The Police act when there is an obstruction.</p> <p>It was reported that people are driving the wrong way down one way streets, driving at speed by St Thomas's church, going through to the petrol station and driving onto the footpath.</p> <p>PC Darby will report these issues to PC Sutherley for informing the Highways Forum.</p> <p>Councillor Boulter will raise the following issues with the County Council:</p> <ul style="list-style-type: none"> • a request for a Lollipop Lady on Blaby Road • People parking on Stoneygate Road on double yellow lines, throwing rubbish around the area at night and in the morning. 	
12.	<p><u>MINUTES OF THE PREVIOUS MEETING HELD ON JUNE 2016</u></p> <p>An amendment to section 3 of the June 8 2016 minutes was received by tonight's Chair Councillor J Boyce The amendment was agreed by Councillor .S Morris, the usual Chair. The changes have been added to the minutes of June 2016.</p> <p>Action: A copy of the amended minutes will be circulated at the meeting of November 8th 2016 and added to the Council's website.</p>	VQ
13.	<p><u>FUNDING UPDATES</u></p> <p>The planting baskets for Blaby Road were purchased and hung.</p> <p>St Thomas Children's Group award of £400 was endorsed by the Policy Finance Development Committee.</p> <p>Oadby and Wigston Community First Responders are to present at the November 2016 meeting.</p> <p>Phoenix Therapies Group presented a proposal to the Forum for funding. This is titled," Take the Weight Off Your Mind".</p> <p>The Families Foodies are to provide an update for the next Forum meeting.</p>	
14.	<p><u>LEISURE FACILITIES UPDATE - PRESENTATION</u></p> <p>A paper copy of the Leisure Facilities update 2016 presentation was circulated at the meeting. Following the presentation residents were invited</p>	

	<p>to ask questions.</p> <p>A new programme on managing diabetes has been successfully introduced. Diabetes is one of the local Authority's biggest health issue. New sessions to help manage this issue are to be offered</p> <p>On the question of whether access to a cafe could be made available all the time the venue is used, the Officer noted people are able to access tea and coffee from a vending machine.</p> <p>A resident requested an obstacle course gymnasium be installed.</p> <p>Action: Circulate an electronic copy of the Leisure Facilities presentation.</p>	VQ
15.	<p><u>CUSTOMER SERVICE UPDATE</u></p> <p>Jacky Griffiths provided a verbal update on developments with the Customer Service Centre in Bell Street. The Centre opened 12th October 2015. A range of Council Services including a benefits online service are provided to residents.</p> <p>Two satisfaction surveys are carried out annually. A 100% satisfaction with services was recorded for the March 2016 survey. October 2016 will see the next survey activated.</p> <p>Compared to feedback at Bushloe House between August 2015 and August 2016, there was a 258% increase in resident satisfaction with Customer Centre services. In the future more choice is to be offered as to how residents receive services. Online services are to be provided to reach people working various hours. The Officer requested residents respond to the widely advertised Council Tax Support consultation.</p> <p>Residents questions were responded to as follows:</p> <ul style="list-style-type: none"> • The Council provides a range of services and for this identify the recipients as service users, for other processes designated the term residents. • A request for a Customer Service Centre at South Wigston Library was previously met but the low take up did not justify the maintenance of the resource. The Customer Centre in Wigston has been placed where all residents can best access it. • The Council Office at Bushloe House is not almost empty. Discussion is taking place on its further use. The building was not appropriate for housing a post office due to the nature of its business and for security reasons. A post office opens in Wigston 20th September 2016. • In order to get the process right in registering residents to vote, some residents may have got two voting return papers. The Officer responsible for the process of ensuring everyone is enabled to vote is very diligent and wishes to get this democratic process right. 	

	<p>Residents were encouraged to respond to the current online consultation on the Council Tax Support Scheme. A leaflet explaining the Scheme and direction to the link to access it was circulated.</p> <p>On concluding her presentation update, the Chair expressed thanks to the Officer</p>	
16.	<p><u>LITTER CAMPAIGN</u></p> <p>The Campaign has been running since the end of 2015. People are being invited to take part by forming litter picking groups and sending the message to friends, neighbours and Community Groups. Primary schools are being liaised with, as are links through the Leicester Universities and the media.</p> <p>Residents were requested to spread the word about the campaign and get involved. A hard copy of a flyer about the Litter Campaign was distributed. It states how people can get involved in the Litter Campaign and who to contact for more information.</p> <p>A resident suggested the Litter Campaign could establish an award through Pride of the Borough to recognise groups of people or an individual for their contribution to the Campaign.</p> <p>Pride of the Borough organise regular litter picking sessions. For more information, contact Brocks Hill Country Park and Centre, Washbrook Lane, Oadby, Leicester, LE2 5JJ. Email:</p> <p>Telephone: 07874 228491 Email: potb.oadbywigston@gmail.com</p> <p>The Chair thanked Colin Robertson for presenting the update.</p>	
17.	<p><u>PHOENIX THERAPIES - PRESENTATION</u></p> <p>An electronic presentation titled;"Take the Weight Off Your Mind", was shared with residents by Phoenix Therapies representatives. The presentation outlined the courses provided and their impact on participants.</p> <p>A working partnership has been formed with the South Wigston voluntary Organisation Helping Hands. This will help with delivering the course to 50% of people using Helping Hands who experience mental health problems.</p> <p>Funding has been awarded for a bespoke Take the Weight Off Your Mind" course to the Council's Youth Council. This will address the mental health needs of young people in South Wigston. An award for this work has also been received from the Trustee Savings Bank.</p> <p>Phoenix Therapies requested £1000 from South Wigston Residents Forum to run a course. Oadby Residents Forum also awarded Phoenix Therapies £1,700 for a bespoke course for its residents and Wigston Residents Forum awarded them £1,000 on the basis that South Wigston Residents Forum would match fund this sum.</p> <p>The Chair put a motion to residents asking if they wished to have the proposal funded. One resident proposed it, another seconded it. On voting 9</p>	

	<p>people were in favour of awarding the funding .There were no abstentions or dissenters. The motion was agreed. The Chair thanked Lainy Wills and Paula North for presenting the update.</p> <p>Action: Circulate the presentation with the minutes to residents.</p>	VQ
18.	<p><u>SOUTH WIGSTON TRADERS' UPDATE</u></p> <p>The South Wigston Traders Group Chair noted that Christmas Capers will take place.</p> <p>Countesthorpe Car Park is identified as a place for a public bike stand in the Council car Park.</p> <p>Action: The Chair is to take this forward for discussion.</p>	Chair
19.	<p><u>CHAIR'S UPDATES</u></p> <p>On the question of whether an under spend could be used to tidy the bus shelter area by the Salvation Army, the Chair stated this area is to soon undergo painting.</p>	
20.	<p><u>ITEMS RAISED BY RESIDENTS AND SUGGESTIONS FOR FUTURE ITEMS</u></p> <p>Parliamentary Question Time by Sir Edward Garnier MP. This relates to governance issues at Oadby and Wigston Council.</p> <p>Residents asked the Chair for clarification in relation to questions raised at Parliamentary Question Time by Sir Edward Garnier, Harborough MP. This relates to the MP's speech on governance issues at Oadby and Wigston Council.</p> <p>The issues in question related to the sum of £550,000 spent on legal costs and critical comments concerning management of the Council, which were reported in the Leicester Mercury. Residents asked why they had not been informed about this.</p> <p>The Chair responded with the following points in relation to questions posed by residents.</p> <ul style="list-style-type: none"> • On the day the information was raised in Parliament, the Chair was informed at very short notice this was to happen, with very little time to respond. • The issue concerns a Council staff group grievance which is still being dealt with by lawyers and is not open for sharing with the public. • On receiving the grievance the Chair did not assume it was one sided. An independent body went through the evidence. Sir Edward Garnier has taken it out of context and has not visited Oadby and Wigston Council offices since February 2016. • The grievance if wrongly dealt with could have cost the Council more than half a million. Time is being taken to ensure the Council follows employment procedures properly and get it right. 	

	<ul style="list-style-type: none"> • Understanding the full context of the issue, may not have led anyone to do a different one from the current one. • Reserves are in place to cover this type of emergency. • Sir Edward Garnier indicated a sum of £500,000 for the cost of arbitrating the current staff /employer issue as he has added in funds for temporary staff coverage costs. • A press release was put out this morning. Most of this press release can be read on Radio Leicester`s website. • This issue has been on the Council agenda a number of times. • The Chair is happy to share what is in the public domain. He noted the information is redacted. • <p>A resident stated Sir Edward Garnier is talking on behalf of residents.</p> <p>It was also questioned, if there was good governance at the Council, why was the resignation of Councillor Boyce and the Senior Management advocated by Sir Edward Garnier.</p> <p>Another resident stated they felt the Council does not respond to issues, nor does the Senior Management and that the Council on the issues raised, is position protecting the Council and is not accountable to residents.</p> <p>A resident proposed this matter be added to the agenda for the next Resident Forum meeting in November 2016.</p> <p>County Council Minimum Waste Strategy</p> <p>The County Council has for the past months been consulting on its Waste Strategy. The Local Council has raised objections to having a waste sight placed in residential areas. The issue has been raised with the County Council many times and ignored. The County Council has now got a policy. An exception has been raised to this policy.</p> <p>Calenetics Session</p> <p>Residents were requested to note, Callenetics classes are soon to take place in South Wigston. For further details contact: Dave Cliffe [dave.c@valonline.org.uk].</p>	
21.	<p><u>DATE OF THE NEXT MEETING</u></p> <p>Tuesday 8th November 2016, Fairfield Primary School hall, Cheshire Drive, South Wigston at 7.30pm.</p>	

THE MEETING CLOSED AT 9.15 PM



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CHAIR
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TUESDAY, 08 NOVEMBER 2016
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**MINUTES OF A MEETING OF THE ARMED FORCES WORKING GROUP HELD AT THE
COUNCIL OFFICES, STATION ROAD, WIGSTON ON THURSDAY, 8 SEPTEMBER 2016
COMMENCING AT 6.30 PM**

<u>IN ATTENDANCE:</u>		
Chair - Councillor G A Boulter		
COUNCILLORS (4):		
J W Boyce	D M Carter R E Fahey	K J Loydall
OFFICERS IN ATTENDANCE (2):		
M W L Hall	S Nash	

Min Ref.	Narrative	Officer Resp.
1.	<p><u>APOLOGIES FOR ABSENCE</u></p> <p>An apology for absences was received from Councillors E R Barr, Miss A R Bond, Miss M V Chamberlain, R F Eaton, Mrs L Eaton (Chair) and Mrs S B Morris</p> <p>It was agreed that as the Chair had given her apologies that Councillor G A Boulter would chair the meeting.</p>	
2.	<p><u>NOTES OF THE PREVIOUS MEETING HELD ON 15 SEPTEMBER 2015</u></p> <p>The notes of previous meeting of 15 September 2015 were agreed.</p>	
3.	<p><u>HOUSING OPTIONS</u></p> <p>The Housing Services Manager presented a paper entitled "Housing Options for Current and Former Armed Forces Personnel". The report covered the background and context, choice based lettings and the housing waiting list, local connections, banding and homelessness</p> <p>Members were informed that the numbers concerned and therefore demand was very low in the borough with one of two applications a year. Members were also reassured that each case was therefore dealt with individually and as sensitively as possible and that the Council worked closely with the various veteran associations to find the best solution available in the circumstances.</p>	
4.	<p><u>GOVERNMENT REPORT ON THE DEVELOPMENT ARMED FORCES COVENANT</u></p> <p>This paper had not been published/received at the time of the meeting so was not able to be considered. It was agreed to defer this item until the next meeting.</p>	
5.	<p><u>WW1 COMMEMORATION UPDATES</u></p> <p>Oadby</p>	

	<p>Councillor D M Carter gave an update on the WW1 Living History Day that took place on Saturday 2 July 2016 at Brocks Hill.</p> <p>The event combined remembrance and education and was organised by the Oadby Stakeholders. The programme for the day included exhibitions, displays of memorabilia, talks, workshops, entertainment and hands on activities.</p> <p>The event was considered by all to be a success and was well supported with over 2,000 diverse attendees with positive feedback and media coverage.</p> <p>The event was delivered within budget.</p> <p>Wigston</p> <p>Councillor G A Boulter gave an update on the Wigston VC Memorial Event that took place on 14 July 2016. This event related to Sergeant William E Boulter 1892 – 1955.</p> <p>This event was part of the national scheme whereby every person who was awarded a Victoria Cross in the First World War is being commemorated by the laying of an engraved commemorate plaque in the form of a stone in their local community. This plaque was formally laid in Bell Street Wigston.</p> <p>The commemoration took the form of a public event and was attended by over 100 people including local residents, family members and military representatives. The memorial included the formal unveiling of the plaque, a service, a minutes silence with the Council providing hospitality afterwards.</p> <p>South Wigston</p> <p>Discussions are presently taking place for a commemoration event in July 2017.</p>	
6.	<p><u>REMEMBRANCE DAY 2016</u></p> <p>Members were updated as to the events that the Council is organising for 11 November 2016 (Remembrance Day) and 13 November 2016 (Remembrance Sunday).</p>	

THE MEETING CLOSED AT 7.45 PM



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CHAIR
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THURSDAY, 23 MARCH 2017
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**MINUTES OF A MEETING OF THE WIGSTON RESIDENTS' FORUM HELD AT THE
COUNCIL OFFICES, STATION ROAD, WIGSTON ON WEDNESDAY, 14 SEPTEMBER 2016
COMMENCING AT 7.00 PM**

IN ATTENDANCE:

Chair: Councillor B Boulter

Councillors: L Broadley, F Broadley , K, Loydall, K Chalk,

Residents in attendance: C Towell, A Schofield, G Schofield, M Butler, J Butler, J Naylor, G A York, D Foreman, P Lapworth, R Carter, Mr & Mrs Needles, Mr & Mrs Rogers, M A Sturgeon, B O Hilton, D G Barker, L Wills

Others in Attendance: PC Damien Hyatt, V Quintyne (OWBC), J Griffiths (OWBC),

Apologies: Councillor LA Bentley, D Cliffe, D Barker, Mr & Mrs Lobb

Min Ref.	Narrative	Officer Resp.
9.	<p><u>MINUTES OF THE PREVIOUS MEETING HELD ON 12 JULY 2016</u></p> <p>The Minutes of the previous meeting held July12th 2016 were accepted as a true and accurate record following an amendment at point 62. The amendment notes, with regard to a possible illegally established car wash. The car wash is at Leicester Road and Kingston Avenue, not Leicester Road and Long Street.</p>	
10.	<p><u>LOCAL POLICING ISSUES</u></p> <p>The Police presented the crime figures covering the past three months.</p> <p>Burglary – 3 Burglary other than housing- 5 Theft from motor vehicles- 10 Vehicles from Oadby and Knighton were targeted. Theft from motor vehicles – 0 (2 in the past 28 days). Criminal damages 20. Theft from stores – 27 Robbery -1 A segway (an electronic skateboard) was stolen. This is being investigated.</p>	
11.	<p><u>PRIDE OF THE BOROUGH & LITTER CAMPAIGN</u></p> <p>East Midlands in Bloom visited the Borough to judge gardens. The outcome of the visit should be known by September 17th 2016.</p> <p>There are now 37 businesses in the Pride of the Borough Loyalty Card scheme. Card membership remains at £5 per year. The cards are available from Brocks Hill Conservation Park and Centre, Oadby Library and Customer Services on Bell Street.</p> <p>The Borough Litter Campaign continues to develop its work with primary schools. This follows a competition with schools to design an anti litter campaign poster. There were 187 entries. The winning poster was displayed across the Borough. The runner up poster is to be displayed across the borough.</p>	

	<p>More residents are being encouraged to join the litter picking groups. Volunteers identify the areas which they think require a litter pick team. Litter pickers are provided with; high visibility vests, litter pick gloves and litter pick sticks. The local media is to be used to publicise the project. The overall aim is to spread the message that, in society it is unacceptable to drop litter.</p> <p>Every third Saturday sees: local people bulb planting and litter picking in Oadby and Wigston. For more information, contact Brocks Hill Country Park and Centre, Washbrook Lane, Oadby, Leicester, LE2 5JJ. Email: Potb.oadbywigston@gmail.com or www.prideoftheborough.or. Tel: 07874228491.</p>	
12.	<p><u>CUSTOMER SERVICE UPDATE</u></p> <p>The centre opened in Bell Street October 12th 2015. Its aim is to provide a more modern, professional and acceptable service to residents and other customers. It has a front facing team and a telephone services team.</p> <p>Staff are trained to deal with a range of queries and services. They have undergone comprehensive training. Since 2015 there has been a 200% increase in service delivery.</p> <p>Two customer service satisfaction surveys are carried out annually. The next one will be in October and residents were encouraged to complete a consultation form. Through past surveys customers expressed a 100% satisfaction with services provided. An online service is in development.</p> <p>The Customer Services Centre is currently consulting customers .A leaflet was circulated at the meeting about how to engage in the survey. The Council Tax Support Scheme is also managed from Bell Street.</p> <p>The current Scheme is also consulting residents on budget savings .Residents are being invited to give their views on how the Scheme to help shape it for 2017 to 2018.The consultation ran from 4th August to 28 September 2016.</p> <p>The consultation was available online at: consultations.Leicester.gov.uk. A questionnaire for residents' views on this Scheme was also circulated at the Forum meeting.</p> <p>To the question as to why a customer service centre could not be opened across the Borough, it was explained the cost did not add up. There is a drop in service in Oadby Library from 10am till 1pm. A visiting service is available where residents cannot access Bell Street. A similar service was trialled in South Wigston. It was under used and therefore closed.</p> <p>A resident expressed concern about being able to access planning documents online. The public cannot view original documents within the centre. The Customer Service Manager will report this to the appropriate service within the Council. A resident suggested access to a paper copy of the document would be helpful.</p>	
13.	<p><u>BELL STREET UPDATE</u></p> <p>The new Wigston post office opens in the old Co-Op building September 30th 2016.The post office is to carry out a 6 week consultation with</p>	

	<p>residents. A resident suggested the consultation should be placed on electronic notice boards in the borough.</p> <p>Radio Leicester is visiting each of the Leicestershire town centres. The radio station is to visit Oadby and Wigston to meet residents next week.</p> <p>Consultation on the pedestrianisation of Bell Street is coming to a close. An update on vehicular access will be shared.</p> <p>A service of dedication to the memory of William Ewart Boulter, a decorated soldier in the great war. An interpretation board is to be installed. This will explain why he was decorated for gallantry.</p> <p>A resident complimented the way the service of dedication was organised. An additional notice board is being considered by the Council's Senior Management Team for Bell Street.</p> <p>A resident expressed concern that it was difficult to find space on the Council's notice boards to put up a poster. It was asked if guidelines can be written on what size of poster can be pasted and for how long.</p> <p>Action: A request was made for information about placing posters on the borough's notice boards and their removal. This is to be brought back to the next Forum meeting.</p>	VQ
14.	<p><u>LEISURE FACILITIES UPDATE - PRESENTATION</u></p> <p>A representative of Everyone Active provided an update on the developing services since the build of Wigston and Parklands pools and fitness centres. A paper copy of his presentation was circulated at the meeting.</p> <p>The Wigston pool and centre was opened December 2015. The Parklands centre and pool in January 2016. Both centres have been extremely well used since opening. There have been activities for: children, young people, those with disabilities, including the availability of wheel chair hoists and a programme launched for those with diabetes.</p> <p>A variety of clubs have been using the provision. From walking clubs to children holiday activities to GP referrals.</p> <p>Activities to come range from: trampolining, girls clubs ,family fun days and dieting groups.</p> <p>Resident concern was expressed about the following: The potential for swimmers to be inappropriately photographed or spied on whilst swimming.</p> <p>On the walkway to the school drive, a planning application to open the foot path is in progress. Residents are free to object or agree removal of one of the high fences.</p> <p>Talks are being held with the school regarding the tarmac foot path.</p> <p>The path from the main Oadby and Wigston Road through to Brocks Hill needs to be addressed. Health and Safety states the path needs to be lit with 15feet lights to be safe. There is an ongoing court case to be concluded before further action can be taken.</p>	

	<p>Part of the railing by the Wigston pool is maintained by the school, in a potentially dangerous condition. This could lead to injury.</p> <p>Action: The Chair is to investigate this.</p>	
15.	<p><u>AGE CONCERN UPDATE</u></p> <p>Age concern is to provide a presentation at the next Forum meeting.</p>	
16.	<p><u>CHAIR'S UPDATES</u></p>	
16a.	<p><u>CAPITAL PROJECTS UPDATE</u></p> <ul style="list-style-type: none"> • A seat is to be installed in the Bus Shelter near the health centre. • Oadby and Wigston Civic Society award for the trees for the Willow Avenue area is to be released. • A litterbin at Horsewell lane is to be fitted. 	
16b.	<p><u>REQUESTS FOR SPENDING AND UPDATE ON FORUM BUDGET</u></p> <p>Phoenix Therapies submitted a revised proposal for an award of £1000. This programme is to assist residents to access a mental health and well being support programme. This is to be delivered in Wigston.</p>	
17.	<p><u>ITEMS RAISED BY RESIDENTS AND SUGGESTIONS FOR FUTURE ITEMS</u></p> <p>County Council Future Savings</p> <p>The County Council is seeking to save £10 million pounds. Options are being explored. For example, pothole repairs and other services provided. Councils are to be requested to take responsibility for some services. Three cuts a year is not viewed as a good saving.</p> <p>The Green Waste subsidy is to be stopped. From 2018 payment for all recycled waste is to be stopped. By 2018 the County Council may be keeping the revenue collected for the waste.</p> <p>The Council is to meet to discuss this and decide on future action. Residents will be consulted before the decision is made.</p> <p>The Government Revenue Support Grant is to be stopped by 2020. The business revenue rates will remain with the local Council.</p> <p>This will not compensate for the cut in the Government Revenue Grant. Some services will be reconfigured and other front line services saved. 100 homes a year are to be built in the borough. A 5 year land supply needs to be maintained.</p> <p>A concerned resident asked if there were plans for several councils to amalgamate to address areas of public service provision. For example transport. It was clarified that this is a long way off and Government would</p>	

	<p>have to agree to this.</p> <p>In relation to a question of building of housing near to highways. It was clarified that; a builder would have to pay a subsidy for such building of properties. It was questioned whether there were any plans to increase train services. This was a concern due to garden flooding.</p> <p>Sir Edward Garnier Parliamentary Speech</p> <p>A concerned resident asked for information on the Sir Edward Garnier Parliamentary speech.</p> <p>The Chair explained this concerned a staffing issue. Members were not involved in this. The complaint from which the speech arose was a complaint being addressed by the management, and advice taken from the Local Government Association.</p> <p>The Council has a sum of money in its budget to deal with employment issues. There has been no effect on front line services. Services to residents have not been affected by this issue.</p> <p>Little Hill Community Centre Build</p> <p>A concerned resident asked if Little Hill Community centre is to be built. The Chair stated this is an ongoing issue. The idea is to build something which is cost neutral. A partner needs to be found to pay for its running cost.</p> <p>Greening of the Borough</p> <p>The Greening of the Borough meeting is next week. Peace Park has won a green flag award. The vacant Park Ranger and the Assistant posts have been advertised.</p> <p>A concerned resident wanted to know when the bungalows near their property are to be completed. A Council officer is keeping an eye on their development.</p> <p>With regard to the maintenance programme on Bell Street landscaping, residents were informed that; a contractor has agreed to match fund the trees for 2 years They were dying due to lack of watering. This has now been resolved.</p> <p>A concerned resident questioned if the electric company will refurbish the black pad. Work has been going on for a week and more whilst children were going to school. The barriers were being manipulated. The Chair stated that the County Council charge contractors for closing footpaths for prolonged periods.</p>	
18.	<p><u>DATE OF THE NEXT MEETING</u></p> <p>Date: November 16th 2016 Time: 7pm Venue: Council Office, Council Chamber, Station Road, Wigston LE18 2DR</p>	

THE MEETING CLOSED AT 8.45 PM



CHAIR

WEDNESDAY, 16 NOVEMBER 2016

Place Shaping Working Group Minutes Oadby and Wigston Borough Council Thursday 15th September 2016

Councillors Present:

Councillor J W Boyce (Chair)

Councillor H E Loydall

Officers Present:

Adrian Thorpe (Planning Policy and Regeneration Manager)

Ed Morgan (Planning Policy Officer)

Judith Sturley (Principal Economic Regeneration Officer)

Mark Hryniw (Town Centre Manager)

Apologies:

Councillor L A Bentley

Councillor A R Bond

Councillor M V Chamberlain

Councillor M L Darr

Councillor B Dave

Councillor D A Gamble

Councillor S B Morris

Meeting Start / End Time: 18:30 / 19:55

This meeting was declared INQUORATE. A general discussion of the items of the Agenda proceeded. All decisions were to be remitted to the Policy, Finance and Development Committee.

1. Minutes and matters arising

1.1 None.

2. Review of Community Leases – Oadby Youth Centre and Wigston Amateur Operatic Society

2.1 Adrian Thorpe presented the paper and Members discussed the issues surrounding both facilities and leases, but requested that the matter is brought to a future meeting of Policy, Finance and Development Committee in order for a decision to be taken by Members.

2.2 Members recommended that an Equalities Impact Assessment is carried out and also presented as part of the report that is taken to Policy, Finance and Development Committee.

3. Farmers Market

3.1 Mark Hryniw presented the paper to Members. Councillor Boyce and Councillor Loydall discussed the recommendations within the report and advised that Mark Hryniw should report back to the next Member Working Group.

4. New Local Plan – Preferred Approach for Development within the Borough

- 4.1 Adrian Thorpe presented the paper to Members and explained what the latest challenges and opportunities are with regards to the delivery of the Borough's emerging New Local Plan.
- 5. **LLEP Local Investment Plan – preferred Approach for Development in the Borough**
- 5.1 Judith Sturley gave the Members a verbal update on this area of work and explained that the Council has been engaging with the Leicester and Leicester Enterprise Partnership (LLEP) to discuss possible development projects that would qualify as suitable schemes to benefit from future funding streams to aid growth in the Borough.
- 5.2 Members considered that Judith Sturley should continue to work with the LLEP and to seek the best opportunity in the Borough to put forward as a suitable scheme.
- 6. **Date of Next Meeting**
- 6.1 Wednesday 30th November, 2016.

**MINUTES OF A MEETING OF THE POLICY, FINANCE AND DEVELOPMENT COMMITTEE
HELD AT THE COUNCIL OFFICES, STATION ROAD, WIGSTON ON TUESDAY, 20
SEPTEMBER 2016 COMMENCING AT 7.00 PM**

<u>IN ATTENDANCE:</u>		
Chair - Councillor D A Gamble Vice-Chair - Councillor Mrs L Eaton		
<u>COUNCILLORS (8):</u>		
G S Atwal J W Boyce M L Darr	B Dave R E Fahey J Kaufman	K J Loydall R E R Morris
<u>OFFICERS IN ATTENDANCE (4):</u>		
S J Ball Mrs A E Court	M Hone A Thorpe	
<u>OTHERS IN ATTENDANCE (2):</u>		
T Crawley	Ms Y Geen	

Min Ref.	Narrative	Officer Resp.
21.	<u>APOLOGIES FOR ABSENCE</u> An apology for absence was received from Councillors E R Barr, L A Bentley, G A Boulter and Mrs S B Morris.	
22.	<u>APPOINTMENT OF SUBSTITUTES</u> RESOLVED THAT: Councillor Mrs L Eaton substitute as Vice Chair for the duration of the meeting.	
23.	<u>DECLARATIONS OF INTEREST</u> None.	
24.	<u>MINUTES OF THE PREVIOUS MEETING HELD ON 19 JULY 2016</u> RESOLVED THAT: The minutes of the previous meeting of the Committee held on 19 July 2016 be taken as read, confirmed and signed.	
25.	<u>ACTION LIST ARISING FROM THE MEETING HELD ON 19 JULY 2016</u> RESOLVED THAT: The Action List be noted by Members.	
26.	<u>PETITIONS AND DEPUTATIONS</u>	

	None.	
27.	<p><u>ISA 260 ANNUAL GOVERNANCE REPORT 2015/16</u></p> <p>The Committee gave consideration to the report and appendix as set out in the two supplementary agenda updates (at pages 1 - 33) as jointly-delivered and summarised by the Interim Chief Finance Officer (Section 151 Officer), the KPMG Director, Mr Tony Crawley, and KMPG Manager, Ms Yola Geen, which should be read together with these minutes as a composite document.</p> <p>Councillor J W Boyce moved the recommendation as set out at paragraph 2.1 of the report (at page 1).</p> <p>Councillor K J Loydall seconded the recommendation.</p> <p>Councillor B Dave enquired as to whether the Service Level Agreement (SLA) with the payroll provider, Leicestershire County Council (LCC), had been signed and if the SLA funds had been paid to LCC. He further sought clarification as to areas and reasons behind the 'debtors provisioning' as set out in the appendix (at page 13).</p> <p>The Director of Services / Monitoring Officer and the KMPG Director jointly-advised that the SLA was in the process of being reviewed and was to be signed imminently. It was said that an informal legal arrangement did exist in lieu of the signed SLA and that payroll services continued to be provided upon the receipt of funds.</p> <p>The KMPG Director advised that a breakdown of the 'debtors provisioning' areas and the reasons for was to be provided.</p> <p>Councillor J W Boyce stated that the area of 'debtors provisioning' was a speculative one framed on a professional's technical opinion. He further requested that the revised timetable for audit submission(s) be trial-ran from next financial year ahead of 2018.</p> <p>The KMPG Director advised that meetings of this Committee to consider statutory reports were to be held by the end of July in subsequent years to meet the revised timetable accordingly. He stated that no other deadlines were subject to change.</p> <p>Councillor R Fahey enquired as to when the pension scheme was last reviewed and if Officers were being periodically updated as to any significant changes to the same.</p> <p>The Interim Chief Finance Officer and the KMPG Director jointly-advised the Local Government Pension Scheme (LGPS) was a national, defined-benefits scheme as administered by LCC as the scheme provider. They stated the deficit on the pension scheme represented long term assumptions and estimates made by the actuary at LCC. It was said that the recommended review of the actuary's assumptions was to feature in the proceeding year's figures and any increases or decreases in contributions likely to impact upon the Council's Medium-Term Financial Strategy (MTFS) was be reported back to a subsequent meeting of this Committee.</p> <p>Periodic updates to all LGPS members were said to be directly provided by LCC.</p>	<p>MHo CR SJB</p>

	<p>UNANIMOUSLY RESOLVED THAT:</p> <p>The Committee accepts the content of KPMG's Annual Governance Report.</p> <p>In accordance with Rule 7.3 of Part 4 of the Constitution, the Chair moved for the order of business to be altered and taken in the order as reflected in the minutes.</p> <p>RESOLVED THAT:</p> <p>The order of business be altered, accordingly.</p>	
28.	<p><u>STATEMENT OF ACCOUNTS 2015/16</u></p> <p>The Committee gave consideration to the report and appendices (at pages 67 - 197) as delivered and summarised by the Interim Chief Finance Officer (Section 151 Officer) which should be read together with these minutes as a composite document.</p> <p>Councillor J W Boyce moved the recommendations <i>en bloc</i> as set out at paragraphs 2.1 to 2.2 of the report (at page 67).</p> <p>Councillor K J Loydall seconded the recommendations.</p> <p>RESOLVED THAT:</p> <ul style="list-style-type: none"> (i) The Committee approve the Statement of Accounts for the year 2015/16; (ii) The Chief Finance Officer (Section 151 Officer) be delegated authority to agree minor alterations to the statement as recommended by the Council's auditor; and (iii) The Committee approve the "Letter of Representation" to be signed by the Chief Finance Officer (Section 151 Officer) and the Chair of this Committee following this meeting. <p>Votes For 9 Votes Against 0 Abstentions 1</p>	
29.	<p><u>ANNUAL GOVERNANCE STATEMENT 2015/16</u></p> <p>The Committee gave consideration to the report and appendix (at pages 14 - 35) as delivered and summarised by the Interim Chief Finance Officer (Section 151 Officer) which should be read together with these minutes as a composite document.</p> <p>The Chair moved the recommendation as set out at paragraph 2 of the report (at page 14).</p> <p>Councillor K J Loydall seconded the recommendation.</p> <p>Councillor G S Atwal enquired as to what measures had been taken to restore working relationships between the Senior Management Team (SMT) and Officers.</p> <p>Councillor J W Boyce stated there no such issue existed at the present time</p>	

	<p>to which the Member's question referred and referenced the Member to the Leader's Statement delivered at the meeting of the Council held on 06 September 2016.</p> <p>RESOLVED THAT:</p> <p>The Annual Governance Statement 2015/16 (as set out in Appendix 1) be approved and referred to the Leader of the Council and Chief Executive for formal certification.</p> <p>Votes For 9 Votes Against 0 Abstentions 1</p>	
30.	<p><u>BUDGET STRATEGY 2017/18 - 2018/19</u></p> <p>The Committee gave consideration to the report and appendix (at pages 36 - 53) as delivered and summarised by the Interim Chief Finance Officer (Section 151 Officer) which should be read together with these minutes as a composite document.</p> <p>The Chair moved the recommendations as set out at paragraphs 2.1 to 2.3 of the report (at page 36).</p> <p>Councillor J W Boyce seconded the recommendations.</p> <p>Councillor J W Boyce stated that challenging times were faced by the public sector and, in particular, local government in terms of strategic budget-setting in the years ahead: however, noted the achievements (viz. customer services transformation, new leisure centres) hitherto made by the Council to respond accordingly.</p> <p>The Member said that ongoing work was being undertaken in partnership with all stakeholders, including the Local Government Association (LGA), to identify areas to further invest and to save. The role of the Combined Authority for Leicester/shire was further mentioned insofar as it may enjoy new powers to lower rates and demand contributions to local infrastructure. He invited opposition Members to engage in an open dialogue with the Administration and to submit any alternative proposals before 21 February 2017 for due consideration together with robust evidence.</p> <p>Councillor G A Atwal commended the Budget Strategy. With reference to 'General Fund Services' at paragraph 2.8 of the report (at page 39), he enquired as to whether the 3% reduction in salary budgets would result in any job losses at the Council.</p> <p>The Interim Chief Finance Officer advised that the 3% represented an abstract vacancy factor and that, although this did not indicate to any job losses at the present time, it could not be excluded from future consideration to bridge the funding gap. He reiterated that any decision in this respect would require resolution by Members.</p> <p>Councillor J W Boyce stated any intimation of redundancies at the present time could not be substantiated until a systematic review of all service-areas was completed to ascertain if it was necessary or not. He said that this process would be conducted in open session through the committee process.</p>	

	<p>Councillor B Dave noted the democratic-importance of the contributions made by opposition Members to the Budget Strategy and undertook to engage constructively in the process. He further acknowledged the upcoming challenges faced by Council.</p> <p>Councillor J Kaufman sought the opinion of the KMPG Director as whether the contents of the Annual Governance Report or Statement of Accounts for 2015/16 corroborated any of the recent claims made by the Member of Parliament (MP) for the Harborough Constituency, The Rt Hon Sir Edward Garnier MP QC, against the Council.</p> <p>The KMPG Director advised that the providing of such an opinion went beyond the terms of reference expected of the auditor's responsibilities.</p> <p>Councillor K J Loydall suggested the need for a system of checks and balances in respect of local authorities' ability to decrease rates and increase rents to reduce the scope for exploitation. He further raised a concern regarding the uncertainty posed to service-delivery without the commensurate need to invest more in infrastructure.</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 by Members; and (iii) The principles set out in the report to form the basis of the Budget Strategy for the financial years 2017/18 and 2018/19 be approved. 	
31.	<p><u>TREASURY MANAGEMENT ANNUAL REPORT 2015/16</u></p> <p>The Committee gave consideration to the report and appendices (at pages 54 - 66) as delivered and summarised by the Interim Chief Finance Officer (Section 151 Officer) which should be read together with these minutes as a composite document.</p> <p>Councillor J W Boyce moved the recommendation as set out at paragraph 2.1 of the report (at page 54).</p> <p>The Chair seconded the recommendation.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>The contents of the report be noted by Members.</p>	
32.	<p><u>ECONOMIC REGENERATION STRATEGY 2015-2020</u></p> <p>The Committee gave consideration to the report and appendices (at pages 198 - 233) as delivered and summarised by the Planning, Development and Regeneration Manager which should be read together with these minutes as a composite document.</p> <p>The Chair moved the recommendation as set out at paragraph 2.1 of the report (at page 200).</p> <p>Councillor J W Boyce seconded the recommendation.</p>	

	<p>UNANIMOUSLY RESOLVED THAT:</p> <p>The Economic Regeneration Strategy 2015-2020 as the Economic Regeneration Strategy for the Borough be adopted.</p>	
33.	<p><u>NORTH WEST LEICESTERSHIRE LOCAL PLAN - PUBLICATION VERSION</u></p> <p>The Committee gave consideration to the report (at pages 234 - 235) as delivered and summarised by the Planning, Development and Regeneration Manager which should be read together with these minutes as a composite document.</p> <p>Councillor J W Boyce moved the recommendation as set out at paragraph 2.1 of the report (at page 200).</p> <p>The Chair seconded the recommendation.</p> <p>Councillor J W Boyce advised Members that evidence-based work was currently being undertaken to renew this Council's Local Plan which, once complete, would brought back as a report to subsequent meeting of this Committee.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>The comments set out in paragraphs 3.4 to 3.7 of the report as Oadby and Wigston Borough Council's formal response to the publication version of the North West Leicestershire District Council Local Plan be approved.</p>	
34.	<p><u>CHRISTMAS AND FESTIVE LIGHTS</u></p> <p>The Committee gave consideration to the report as set out in the agenda supplement update (at pages 33 - 36) as delivered and summarised by the Planning, Development and Regeneration Manager which should be read together with these minutes as a composite document.</p> <p>The Chair moved the recommendations as set out at paragraph 2.1 of the report (at page 33).</p> <p>Councillor K J Loydall seconded the recommendations.</p> <p>The Chair commended the success of the switching-on of the Christmas lights event in Oadby in the year previous and expressed his gratitude to all those involved.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <ul style="list-style-type: none"> (i) The issues experienced during the 2015/16 festive period and the works that will be put in place during the year to rectify these be noted by Members; and (ii) The procedure for reporting of any Christmas light failures (as set out in section 7) be followed. 	

THE MEETING CLOSED AT 8.34 PM



CHAIR

TUESDAY, 01 NOVEMBER 2016

Agenda Item 15h

**MINUTES OF A MEETING OF THE GREENING THE BOROUGH WORKING GROUP HELD
AT THE COUNCIL OFFICES, STATION ROAD, WIGSTON ON WEDNESDAY, 21
SEPTEMBER 2016 COMMENCING AT 6.30 PM**

<u>IN ATTENDANCE:</u>		
Chair - Councillor D M Carter		
COUNCILLORS (5):		
Miss A R Bond	F S Broadley	R H Thakor
J W Boyce	M H Charlesworth	
OFFICERS IN ATTENDANCE (5):		
T Boswell	H Pearson	Ms M Smith
B Kew	Mrs J Smith	

Min Ref.	Narrative	Officer Resp.
10.	<u>APOLOGIES FOR ABSENCE</u> Apologies were received from Cllr Boulter and Margaret Smith.	
11.	<u>NOTES OF THE PREVIOUS MEETING HELD ON 7 JULY 2016</u> The notes of the previous meeting held on 7 July 2016 were agreed as an accurate record.	
12.	<u>MATTERS ARISING</u> Impermeable Driveways: TB advised that we could build these into future planning policy. At present, planning permission is not required for any work that is less than 15 m ² . Any works above 15m ² is encouraged to have a permeable driveway and planning permission would also be needed. Brocks Hill: It was advised that Brocks Hill and Peace Memorial Park had achieved a green flag award. A Heritage award had also been awarded. Cllr Boulter to advise where the information signs are to be placed. Cycle to Work Scheme: 4 members of staff had taken up this scheme. The scheme is currently closed but will re-open in the New Year. Recycling Credits: We are still awaiting to hear what County has agreed. An update will be provided once more information is available. Dog Bins: Still outstanding as a Member Enquiry. JS to chase. Multi Access to Junction Road Car Park: Matter now closed. Greenhouses at Bushloe House: AV advised that no decisions will be made on the future use of the greenhouses until a full site survey has been undertaken. Cllr Boyce added that the long term use of Bushloe House is for a future discussion for Members to decide and that the greenhouses would form part of this wider scheme.	AL

	<p>Cllr Charlesworth asked who was included in the Asset Management Group. For clarification, the responsibility for looking at the Council Offices including the greenhouses is John Stemp and Steve Nash. The Community Buildings/Assets is the responsibility of Margaret Smith, Martin Hone, Adrian Thorpe and Avril Lennox (plus other officers as required).</p> <p>Information on Veganism: to be brought forward to the next meeting.</p> <p>Brocks Hill: Nothing to report at this meeting.</p>	
13.	<p><u>BOROUGH ENTRY SIGNS UPDATE</u></p> <p>The report from MS was reviewed and duly noted.</p> <p>Cllr Boyce enquired if it was possible to look at Saffron Road entrance which is staggered – the right side belongs to City Council, the left to us. It had been observed that the right side maintenance needed to be addressed. Would it be possible for someone to speak to the City Council to get it tidied up?</p>	
14.	<p><u>MAJOR PROJECTS UPDATE</u></p> <p>AL presented her report which was reviewed and duly noted.</p> <p>Incredible Edible/Edible Trail: Malcolm Brown is to be invited to the next GOTB meeting on 28 November.</p> <p>Tree Carving at Bushloe House: this matter went to PFD on 20 September but as that meeting dealt with statutory matters only, it will be brought forward to the next PFD meeting in October.</p> <p>Recruitment: 2 posts are currently vacant with recruitment underway. The closing date is 21 September. AL reported that although these 2 posts were vacant, there had been no detriment to the maintenance arrangements at Brocks Hill and she requested that Brian Kew and his team were thanked for their hard work and efforts.</p> <p>Forestry Commission: HP advised that he had been speaking to the Forestry Commission re. the thinning of the trees in the wooded area. Any work will be undertaken over the winter months. From feedback received, this work will be welcomed.</p>	
15.	<p><u>VOLUNTEERING UPDATE</u></p> <p>AL presented her report which was duly noted.</p>	
16.	<p><u>EVOLUTION OF TREE STRATEGY</u></p> <p>TB presented his report. The document was favourably received and a discussion held about how an abridged version could become a public document to help residents understand the values of trees.</p> <p>The group agreed that the revised document should go to the next Service Delivery meeting.</p>	
17.	<p><u>TREE NURSERY: PARTNERSHIP PROJECT (VERBAL UPDATE)</u></p>	

	<p>HP talked through his verbal report on the tree nursery and the partnership project being undertaken with Birkett House. Consideration is to be given to rolling this out to other schools if successful.</p> <p>Projects include seed collecting and planting and growing the seedlings on so that the borough can be planted with new trees.</p>	
18.	<p><u>ANY OTHER BUSINESS</u></p> <p>Bedding Plants: These should be reduced to an acceptable minimum and consideration given to replacing them with grasses and evergreen trees/shrubs. Move to more sustainable, permanent planting and reduce the need for bedding plants to where they are expected such as public places.</p> <p>Electric Car Charging Points: TB advised that the installation on a driveway would be classed as permitted planning. Electric car charging points in public places are not all compatible with each other.</p> <p>Conservation Plaques: Conservation areas are subject to period review. Consideration is to be given to undertake a further review in the next 12-18 months.</p>	
19.	<p><u>DATE OF NEXT MEETING</u></p> <p>28 November at 6.30pm</p>	

THE MEETING CLOSED AT 8.30 PM



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CHAIR
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MONDAY, 28 NOVEMBER 2016
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**MINUTES OF A MEETING OF THE DEVELOPMENT CONTROL COMMITTEE HELD AT THE
COUNCIL OFFICES, STATION ROAD, WIGSTON ON THURSDAY, 22 SEPTEMBER 2016
COMMENCING AT 7.00 PM**

<u>IN ATTENDANCE:</u>		
Chair - Councillor L A Bentley Vice-Chair - Councillor Mrs L M Broadley		
<u>COUNCILLORS (10):</u>		
G S Atwal F S Broadley D M Carter B Dave	R E Fahey D A Gamble J Kaufman Dr T K Khong	Mrs H E Loydall R E R Morris
<u>OFFICERS IN ATTENDANCE (3):</u>		
S J Ball	T Boswell	D Gill
<u>OTHERS IN ATTENDANCE (2):</u>		
B Patel	T Vasey	

Min Ref.	Narrative	Officer Resp.
17.	<u>APOLOGIES FOR ABSENCE</u> An apology for absence was received from Councillor G A Boulter and Mrs S Z Haq.	
18.	<u>APPOINTMENT OF SUBSTITUTES</u> None.	
19.	<u>DECLARATIONS OF INTEREST</u> Councillors G A Gamble and B Dave declared a non-pecuniary interest insofar they had attended a meeting previous to listen to concerns raised by residents of the Oadby Woodlands ward in respect of planning application number 16/00313/FUL. The Members confirmed that they attended the meeting without prejudice and with an open mind.	
20.	<u>MINUTES OF THE PREVIOUS MEETING HELD ON 25 AUGUST 2016</u> RESOLVED THAT: The minutes of the previous meeting of the Committee held on 25 August 2016 be taken as read, confirmed and signed.	
21.	<u>PETITIONS AND DEPUTATIONS</u> None.	
22.	<u>REPORT OF THE PLANNING CONTROL MANAGER</u>	

1. Application No. 16/00313/FUL - 9 Palfreyman Lane, Oadby, Leicestershire, LE2 4UR

Mr Terence Vasey spoke upon the application as an objector.

Mr Vasey stated that, if the application was permitted, the proposed 2.3m high wall ("the boundary wall") and the additional car parking spaces to the property's frontage would reduce the visibility of oncoming traffic along the internal bend of the cul-de-sac and, therefore, posed highway and pedestrian safety implications. He further raised concerns as to the future use of the recently converted 'granny' annex for non-residential purposes (i.e. a hair and beauty salon), the irregular size of annex's windows and their potential for over-looking onto the nearby children's play-area.

Mr Bharat Patel spoke upon the application as an objector.

Mr Patel stated that, if the application was permitted, the proposed boundary wall would cause a loss of outlook and openness on the cul-de-sac. It was said that the difference in materials used and the size of the annex's windows was inconsistent with the street scene. With reference to a diagram tabled at the meeting, he stated that the boundary wall would reduce visibility along the bend by upto 8m and that it was not comparable to the wall adjacent at 6 Palferyman Lane ("No 6").

The Committee gave consideration to the report as set out in the supplementary agenda update (at pages 6 - 13) as delivered and summarised by the Interim Planning Control Manager which should be read together with these minutes as a composite document.

The Interim Planning Control Manager advised that the Highways Authority did not support the concerns raised in respect of the speakers' suggested risk(s) to highway and pedestrian safety. In an e-mail dated 20 September, it was said that the applicant was agreeable to reduce the height of the boundary wall and use like-for-like materials to the wall adjacent at No 6. In a further e-mail to the dated 21 September, it was said that the applicant clarified that the annex was to be used to accommodate extended family members of limited mobility and not for any other non-residential purpose for which planning permission would otherwise be required.

The Chair moved for the application to be debated by the Committee.

Councillor Mrs H E Loydall seconded the Chair's motion.

Councillor B Dave reiterated the concerns raised as to the reduced visibility for vehicles entering/exiting the application site presented by the proposed boundary wall. He further requested clarification as to what permission was being sought by the applicant (given that the annex's conversion had since been completed), if Officers had confirmed whether the materials used were compliant (as conditioned) and whether the use of the annex for non-residential purposes could be enforced.

The Chair sought advice as to whether delegated authority could be given to Officers to determine the height of the boundary wall and the materials to be used if Members were minded to grant planning permission.

The Legal Advisor advised that the applicant was permitted to erect a 1m fence along the eastern property boundary adjacent to the highway without

	<p>the need to obtain planning permission. He advised that the proposed delegation was permissible.</p> <p>The Interim Planning Control Manager stated any material change in use of the annex for non-residential purposes would require planning permission: if the necessary permission was not obtained, an enforcement notice would be served.</p> <p>Councillor D A Gamble stated that, if Members were minded to grant planning permission, the proposed boundary wall would pose a heightened risk to the pedestrian safety of children who oft-used the cul-de-sac as a cut-through to the Woodland Grange Primary School on Beaufort Way, Oadby. The Member further enquired as to whether all the building works had been completed at the site.</p> <p>The Interim Planning Control Manager advised that all exterior building works had been completed to the exception of the boundary wall.</p> <p>Councillor D A Gamble moved to amend the recommendation for a permitted wall of 1m in height.</p> <p>Councillor R Fahey seconded Councillor D A Gamble's amendment.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>The recommendation be amended for a permitted wall of 1 meter in height.</p> <p>The Vice Chair enquired as to whether there existed any clause in the deeds to the properties on Palfreyman Lane restricting building works on the properties' frontages and if the use of the annex of for a non-residual purpose could be conditioned.</p> <p>The Interim Planning Control Manager reported that no clause existed.</p> <p>The Legal Advisor advised that other, more effective legal and regulatory mechanisms (viz. enforcement notices) were available to regulate and enforce upon the Member's area of concern if necessary.</p> <p>Councillor D M Carter welcomed the resolved amendment. He further sought clarification as to whether the materials used in the annex's conversation were compliant.</p> <p>The Interim Planning Control Manager advised that the brick materials used were similar to those of the building. He stated that although the grey porch-frame was dissimilar to the existing windows, this did not warrant enforcement action.</p> <p>Councillor Mrs H E Loydall emphasised the this Committee's decision upon the proposed boundary wall ought to be framed upon this planning policy as opposed to unsubstantiated claims raised by the speakers. She further enquired as to whether the planning permission sought was retrospective permission and if Building Control has been involved in ensuring the materials used were compliant.</p> <p>The Interim Planning Control Manager advised that as the application was called-in by a Member some five weeks previous, it could not be properly considered as a retrospective planning application. He reported that the</p>	
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	<p>applicant's architects had self-certified that materials used were compliant and therefore Building Control's involvement was unnecessary. He advised that if Members were minded to grant planning permission with the amendment of a permitted wall of 1m in height, this would adequately address the concerns regarding highway and pedestrian safety.</p> <p>The Member requested that assurances be sought from Building Control on the same.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>The application be PERMITTED planning permission, subject to condition(s), with a permitted wall of 1 meter in height.</p>	
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THE MEETING CLOSED AT 8.04 PM



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CHAIR

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THURSDAY, 17 NOVEMBER 2016

**MINUTES OF A MEETING OF THE CHANGE MANAGEMENT COMMITTEE HELD AT THE
COUNCIL OFFICES, STATION ROAD, WIGSTON ON MONDAY, 26 SEPTEMBER 2016
COMMENCING AT 6.30 PM**

<u>IN ATTENDANCE:</u>		
Chair - Councillor M H Charlesworth		
COUNCILLORS (7):		
Mrs L M Broadley	Mrs S Z Haq	
M L Darr	J Kaufman	Mrs S B Morris
B Dave	K J Loydall	
OFFICERS IN ATTENDANCE (5):		
S J Ball	J Harkin	S Rana
M W L Hall	M Hone	

Min Ref.	Narrative	Officer Resp.
7.	<u>APOLOGIES FOR ABSENCE</u> An apology for absence was received from Councillor E R Barr.	
8.	<u>APPOINTMENT OF SUBSTITUTES</u> None.	
9.	<u>DECLARATIONS OF INTEREST</u> None.	
10.	<u>MINUTES OF THE PREVIOUS MEETING HELD ON 21 JULY 2016</u> RESOLVED THAT: The minutes of the meeting of the previous Committee held on 21 July 2016 be taken as read, confirmed and signed.	
11.	<u>ACTION LIST ARISING FROM THE MEETING HELD ON 21 JULY 2016</u> The Interim Chief Finance Officer reported that: (i) a copy of the council's assets had been duly circulated; (ii) the Members' Enquiry System (MES) had since been assigned a single officer point-of-contact; (iii) scrutiny roles would be discussed further in the main body of this meeting; (iv) a list of department names with the ratios of current permanent and agency staffing levels had been duly circulated; and (v) the remaining actions items (viz. Members' Bulletin, Building Control cost-recovery provisions and Member-facing Officers meeting) were outstanding. Councillor M L Darr stated that the MES required further improvement.	

	<p>RESOLVED THAT:</p> <p>The Action List be noted by Members.</p>	
12.	<p><u>PETITIONS AND DEPUTATIONS</u></p> <p>None.</p>	
13.	<p><u>INTERNAL CHANGE MANAGEMENT - UPDATE ON PROGRESS AND FOUR-YEAR EFFICIENCY PLAN</u></p> <p>The Committee gave consideration to the report and appendices (at pages 7 - 30) as delivered and summarised in turn by the Interim Chief Finance Officer / Section 151 Officer which should be read together with these minutes as a composite document.</p> <p>Update on Internal Change Management and Four-Year Efficient Plan (2016/17 – 2019/20)</p> <p>The Interim Chief Finance Officer summarised paragraphs 3 and 4 of the report.</p> <p>Councillor B Dave noted that the report did not expressly state whether a guarantee on a minimum amount of Revenue Support Grant (RSG) would be secured if the Four-Year Efficiency Plan (“the Plan”) was submitted on time. He added that a recommendation had not been resolved at the previous meeting of the Policy, Finance and Development Committee (PFD) approving the submission of the Plan. The Member requested clarification as to how the efficiency process was to be managed and if Members were to have final sight of the Plan prior to its submission.</p> <p>The Chief Executive and Interim Chief Finance Officer jointly-advised that the deadline for Plan’s submission was 15 October 2016. They noted that the Plan was generically-framed at the present time to initially satisfy the Department for Communities and Local Government (DCLG) request and to ensure that Members’ input on a detailed policy-level could be sought later. It was noted that the Plan was more closely related to the ongoing work of this Committee and that it did not yet require consideration by PFD. They advised that although no extra revenue was to be generated, any information from the Government regarding the progressive nature of the cuts to the RSG would be invaluable to inform the Council’s financial strategy.</p> <p>The Chair of the PFD Committee, Councillor Mrs S B Morris, advised that any urgent item of business requiring immediate attention would be dealt with by and reported back to the Committee for justification, accordingly.</p> <p>The Programme Manger from the Local Government Association (LGA), Mr Satvinder Rana, advised that the submission of the Plan in its current format and content was strategically-correct.</p> <p>With reference to ‘Delivery Efficiencies’ at paragraph 4.2 (at page 10), the Chair requested clarification on the £650k to be saved through service review and redesign.</p> <p>The Interim Chief Finance Officer advised that the target sum represented 10% of the Council’s net spend and was to be achieved through</p>	

	<p>investigating and investing in new working arrangements and developing robust implementation strategies. He noted that this would potentially result in a smaller, yet more productive, workforce.</p> <p>Councillor Mrs L M Broadley noted that there was an outer-limit to further efficiency savings which, if exceeded, would result in service failure. She further enquired as to whether a reduction in the Council's workforce was an actuality.</p> <p>The Chief Executive and Interim Chief Finance Officer jointly-advised that this was only a possibility. It was said that the Plan at the present time was to simply demonstrate to the DCLG the Council's ability to deliver a balanced-budget whilst maintaining its frontline services.</p> <p>Councillor Mrs S Z Haq asked if a more detailed Plan would attract other sources of revenue (other than RSG).</p> <p>The Interim Chief Finance Officer advised that specific grants for specific purposes may become available on an ad-hoc basis where the Government deems it necessary to make an intervention. It was said that the Plan would open a dialogue between this Council and the DCLG in same respect.</p> <p>The Chair asked when a response from the DCLG would be received.</p> <p>The Interim Chief Finance Officer advised that a response should be forthcoming between the Autumn Budget Statement on 23 November and the New Year.</p> <p>Update on Training Programme Delivered to Members and Senior Officers</p> <p>Mr Rana provided the Committee with a summary of the training hitherto provided, and due to be provided, by the LGA to Members and Senior Officers at the Council. It was reported that once the deliverables of the short-term Change Management Project were delivered, a Corporate Peer Challenge was due to be arranged.</p> <p>The training programme was said to include the below-mentioned subject areas:</p> <ul style="list-style-type: none"> • Induction Training for New Councillors – 5 September • Shared Vision and Prioritisation – 13 September • Meeting the Financial Challenges and Maximising Resources – 17 October • Managing in a Political Environment for Managers – 10 November • Making Tough Decisions – 15 November • Member Governance Structures – 30 November • Member/Officer Relationships – TBC <p>The Chair welcomed the training programme and the prospect of a Corporate Peer Challenge. The importance of a shared vision between Members and Officers was reiterated. He further asked for clarification as to the grade of officers expected to attend the training session on 'Member/Officer Relationships'.</p> <p>Mr Rana advised that the session was to target middle-managers and</p>	
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	<p>officers.</p> <p>Councillor J Kaufman stated that the current committee structure did not provide all Members with a full oversight of the Council's different service-areas. He advocated that some form of scrutiny role and capacity was required to address the same.</p> <p>The Chief Executive advised that this was a matter to be determined by Members.</p> <p>Councillor K J Loydall requested information from Mr Rana regarding the individual and sector benefits and the financial contributions made by virtue of LGA membership.</p> <p>Update on Vision and Values</p> <p>The Communications & Business Performance Management Officer (CBPMO) summarised paragraph 3 of the report (at pages 8 - 9). He emphasised the significance of holistically bringing together the Council's proposed vision, values and agreed Corporate Priorities and sought Members' direction before a final resolution.</p> <p>The Chair collectively endorsed the five proposed values on behalf of all Members.</p> <p>The Chair expressed reservations as to the word "better" in the proposed options for the vision statement. He advised that Members would revert back to Officers with a final decision in 2-3 weeks upon further consideration of the vision statement.</p> <p>Councillor Mrs S B Morris enquired as to whether the proposed strap-line of the vision statement was to feature on all external correspondence, communications and branding tools.</p> <p>The CBPMO advised that the proposed strap-line was outward-facing and would therefore feature accordingly: however, he advised that the extent to which the supporting strategy documents were to be published was a decision for Members.</p> <p>Councillors Mrs L M Broadly and Mrs S B Morris requested further clarification as to the proposed exercise to "refresh" the Corporate Priorities ("the Priorities") (at page 8). It was stated that the substance of the Priorities (<i>née</i> manifesto promises) could not be changed as they served as a clear mandate upon which Members of the Administration were duly elected.</p> <p>The Chief Executive and CBPMO jointly-advised that the proposed exercise was exclusively an internal one which sought to translate the political rhetoric used to formulate the Priorities into a separate document that was administratively understandable and, moreover, achievable by Officers. It was emphasised that the exercise did not seek to change the substance of the Priorities and that Members would have final sight of the end product prior to its circulation.</p> <p>Councillor K J Loydall stated that a review of the Priorities ought to be undertaken to ascertain whether they were deliverable in the medium to long-term.</p>	<p>MHo SR</p> <p>Chair (MC)</p> <p>MHa JH</p>
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	<p>Presentation - Community Asset Strategy (Mr Robin Thompson, RPT Consulting)</p> <p>The Committee gave consideration to the presentation as tabled and delivered by Mr Robin Thompson of RPT Consulting regarding 'Community Asset Strategy'.</p> <p>The Interim Chief Finance Officer advised that the final report regarding the overall programme of council asset management was to be brought to a subsequent meeting of this Committee for Members' consideration.</p> <p>The Chair welcomed the prospect of the final report and enquired whether it was to provide sufficient detail as to expenditure <i>vis-a-vis</i> savings. It was noted that a Task and Finish Group was not required until the report was brought before Members.</p> <p>The Interim Chief Finance Officer and Mr Thompson answered affirmatively.</p> <p>Councillor J Kaufmann asked whether the programme included <i>all</i> council assets.</p> <p>The Interim Chief Finance Officer and Mr Thompson jointly-advised that the programme included corporate, community (as featured) and housing assets. It was said that the transfer of each asset would be considered on a case-by-basis with the necessary assurances sought by partners to ensure longevity of community-use.</p> <p>Councillor K J Loydall stated that the feasibility of the programme needed to be fully explored including the Council's in-house ability to manage their own efficiencies.</p> <p>Councillor Mrs L M Broadley suggested that the final report equally consider what assets could be procured by the Council in addition to those assets that were to be potentially disposed of.</p> <p>Councillors Mrs S B Morris and J Kaufmann expressed reservations in respect of community-based ventures and proposals having been previously unsuccessful.</p> <p>RESOLVED THAT:</p> <ul style="list-style-type: none"> (i) The Internal Change Management Plan, including the actions taken since the previous meeting of the Committee (as set out in Appendix 1) be noted and agreed by Members; and (ii) The Four Year Efficiency Plan (set out at paragraph 4 of the report) be noted and agreed by Members. 	
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THE MEETING CLOSED AT 8.48 PM



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CHAIR
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WEDNESDAY, 11 JANUARY 2017
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Agenda Item 15k

MINUTES OF A MEETING OF THE SUPPORTING LEICESTERSHIRE FAMILIES' WORKING GROUP HELD AT THE COUNCIL OFFICES, STATION ROAD, WIGSTON ON TUESDAY, 27 SEPTEMBER 2016 COMMENCING AT 6.30 PM

<u>IN ATTENDANCE:</u>		
Chair - Councillor J W Boyce		
COUNCILLORS (5):		
G A Boulter J Kaufman	K J Loydall Mrs S B Morris	R E R Morris
OFFICERS IN ATTENDANCE (1):		
S Glazebrook		
OTHERS IN ATTENDANCE (1):		
Ms J Moore		

Min Ref.	Narrative	Officer Resp.
1.	<p><u>APOLOGIES FOR ABSENCE</u></p> <p>An apology for absence was received from Mark Hall, Chief Executive.</p>	
2.	<p><u>PRESENTATION BY JANE MOORE, HEAD OF EARLY HELP AND SAFER COMMUNITIES, LEICESTERSHIRE COUNTY COUNCIL</u></p> <p>Jane Moore (JM) introduced herself as Head of Early Help and Safer Communities with responsibility for the Supporting Leicestershire Families (SLF) initiative and made a presentation to the Group based on the Supporting Leicestershire Families Annual Report 2105/16 which included:</p> <ul style="list-style-type: none"> • Introduction and Background to SLF Service • Report Methodology • Family Star Plus Outcomes Tool • Which families are included in the analysis? • Where do Families Start? • What progress do families make? • Which families make the most progress? • Where do families progress to? • Case Studies <p>JM explained how the programme focused on the key elements of the family's:</p> <ol style="list-style-type: none"> 1. Physical health 2. Well being 3. Emotional needs 4. Keeping children safe 5. Social networking 6. Education and learning 7. Family routine 8. Boundaries and behaviour 	

	<p>9. Progress to work 10. Home and money</p> <p>Members asked a series of questions and specifically raised the issue about the impact certain interventions with specific families could have on the surrounding wider community and that this needed to be factored into the decisions being made. Members confirmed that at present a funding package was in place with O&W making a financial contribution to the local district based LCC SLF team. The Group discussed with JM how the working relationship between the Council (primarily the housing team) and the SLF team could be further strengthened. The SLF LCC team are now based in South Wigston at South Leicester College. The Group also sort clarification from JM as to who are the district councils' member and officer representatives on the SLF Board (subsequently confirmed as P Posnett from MBC and J Toman from BDC).</p>	
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THE MEETING CLOSED AT 7.45 PM



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CHAIR
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WEDNESDAY, 12 APRIL 2017
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Agenda Item 15I

**MINUTES OF A MEETING OF THE COMMUNITY ENGAGEMENT FORUM HELD AT THE
COUNCIL OFFICES, STATION ROAD, WIGSTON ON WEDNESDAY, 28 SEPTEMBER 2016
COMMENCING AT 7.00 PM**

IN ATTENDANCE:

Chair - Councillor J Kaufman

COUNCILLORS (1):

Mrs S B Morris

OFFICERS IN ATTENDANCE (4):

Ms V Quintyne (OWBC)
K Jebson-Hambly (OWBC)
A Fleming (Leicester City Council)
P Burton (Gypsy & Traveller Equality (GATE) / Multi Agency Traveller Unit (MATU))

OTHERS IN ATTENDANCE (9):

A Maughan – GATE Volunteer
K Sly – GATE Volunteer
J Bryars - Oadby & Wigston Multi Agency Forum
R Thompson - Action on Hearing Loss (RNID)
S Thakori - Oadby and Wigston Hindu Community
V Ghadiali - Oadby and Wigston Hindu Community
R Patel- Oadby and Wigston Hindu Community
I Vernon - Leicester & Leicestershire Pagan Federation
B Gohil - Oadby & Wigston Youth Council Volunteer

Min Ref.	Narrative	Officer Resp.
10.	<p><u>APOLOGIES FOR ABSENCE</u></p> <p>C Huscroft - Oadby & Wigston Lions and Food Bank Councillor Miss A R Bond L Green - Oadby Church/Oadby Food Bank G Gamble - Churches Together Age Concern I Lightfoot - TREC J Cooke - Local Conservation Volunteers</p>	
11.	<p><u>MINUTES OF THE PREVIOUS MEETING HELD ON 30 JUNE 2016 & MATTERS ARISING</u></p> <p>Minutes of the Previous Meeting & Matters Arising</p> <p>The minutes of June 30th 2016 were received and agreed.</p> <p>Review of the Equality and Diversity Agenda</p> <p>The Equality and Diversity Agenda continues to be progressed. It is available via the following link. Colleagues are provided with a copy of it at each meeting. It is the working policy document of Oadby and Wigston Council Community Engagement Forum.</p>	

	<p>It is used to address aspects of equality and diversity under the Equality Act 2010.</p> <p>The Agenda works with the support of community groups and voluntary organisations to: help address the needs of a wide cross section of the public. This includes those defined as vulnerable to social and economic exclusion.</p> <p>Oadby & Wigston Council Celebration Calendar</p> <p>This calendar is updated as appropriate. A copy can be accessed by clicking the following link. Key celebratory dates added are: Muslim and Hindu celebratory event dates.</p> <p>Equality and Diversity Training Workshops</p> <p>Dates for Equality and Diversity workshops were identified and circulated. Council staff and Community and Voluntary organisations were sent dates for the training.</p> <p>Refresh of Equality Page Information</p> <p>Change to equality information on the Council website is updated as appropriate. Information on a selection of key and updated Equality Assessments has been added. New documents will be added working with the Council's newly appointed Communication Officer.</p> <p>Working to Raise Awareness of Prevent (WRAP)</p> <p>Working to Raise Awareness of PREVENT workshops the Government anti-radicalisation safeguarding programme were presented to Council staff.</p> <p>Action 6</p> <p>Further WRAP presentations are to be arranged.</p>	Off's
12.	<p><u>COMMUNITY ENGAGEMENT FORUM TERMS OF REFERENCE</u></p> <p>The Terms of Reference were brought to the attention of attendees as an item of information. This was to remind previous attendees and newcomers to the meeting of the area of business conducted by this Forum.</p>	
13.	<p><u>CITIZENS' PANEL</u></p> <p>Attendees were requested to feedback suggestions as to how a Citizen's Panel can be best implemented in Oadby and Wigston.</p> <p>Mail Chimp is a mechanism for developing an electronic medium for engaging with those on a Citizens' Panel. There is technical skills within the Council to do this.</p> <p>The next stage of the process for implementation will be a report to the Council on the benefits and risks of the implementation of this consultation tool.</p> <p>The draft document was circulated at the meeting.</p>	

14.	<p><u>ENGAGING AND CONSULTING THOSE SELDOM HEARD - WORKSHOP</u></p> <p>A workshop on how to identify, engage and consult with those “Seldom Heard” was delivered. A presentation handout was circulated.</p> <p>The workshop forms part of a strategy for “giving back” to community groups and voluntary organisations for their input into the work of the Community Engagement Forum and building a “learning community”.</p> <p>Action:</p> <p>Circulate the presentation handout to those on the CEF database and organise further workshops on; equality and community cohesion issues delivered through this Forum.</p>	VQ
15.	<p><u>GYPSY AND TRAVELLER COMMUNITY - PRESENTATION</u></p> <p>Leicestershire Gate (The Gypsy and Traveller Unit) gave a presentation on the: historical settlement, cultural, religious, educational and economic diversity of the Gypsy, Roma and Traveller Communities across the Leicestershire region.</p> <p>One percent of people in Leicester/Leicestershire are of a Gypsy heritage. Seven percent live in houses. There is a five yearly caravan count to estimate how many people in the region are of Gypsy Traveller background. There are approximately 60 to 65 households in the borough.</p> <p>The presentation was supported by two members of the Gypsy Roma community and the Leicestershire GATE lead officer.</p> <p>The presentation was positively received by attendees. They wished to learn more about the lifestyle and needs of this community and how the community address and continue to address issues of human rights and inequality.</p> <p>With regard to the discussion around young people education choices and the early age of opt out, the presenters were directed to making connections with Oadby and Wigston Youth Council. This they said they would do.</p> <p>The Chair thanked GATE and the Volunteers for the presentation.</p> <p>Action</p> <p>Circulate the presentation handouts.</p>	VQ
16.	<p><u>COMMUNITY RESILIENCE - UPDATE</u></p> <p>The Community Resilience Partnership members consists of: Leicester, Leicestershire and Rutland. The Partnership is guided by the Civil Contingencies Act. This addresses working with Public Sector agencies such as; the Police and Health, community groups and voluntary organisations.</p> <p>The Partnership works to empower communities to create community plans for addressing emergencies. Oadby and Wigston Council has a suite of emergency plans.</p>	

	<p>It was noted that Oadby and Wigston has no network group like that at Kibworth. Few communities outside of Harborough have plans. The Partnership wants as many communities as possible to have an emergency community plan. The Partnership is encouraging households, businesses and communities to have a plan.</p> <p>Oadby and Wigston Council has : a major incident Plan, Flood Plan, Emergency Control Centre Plan, Business Continuity Plans and there is the Leicestershire, Leicester and Rutland plan which covers Emergency Centre Plans.</p> <p>For more information contact: kim.jebson-hambly@oadby-wigston.gov.uk or check out www.llrprepared.org.uk</p> <p>The Chair thanked the presenters for this update.</p> <p>Action</p> <p>Circulate the presentation handout.</p>	VQ
17.	<p><u>ANY OTHER BUSINESS</u></p> <p>Presentations for Future Meetings</p> <p>Action on Hearing Loss- RNID consented to present at the next meeting. This will focus on hearing loss issues and service provision.</p> <p>The Leicester and Leicestershire Pagan Federation consented to present at the next meeting.</p> <p>Action:</p> <p>On a future calendar for 2017, VISTA Sight Loss Service is to be included.</p>	
18.	<p><u>DATE OF NEXT MEETING</u></p> <p>Date: Thursday 8 December 2016 Time: 7pm Venue: Council Office, Council Chamber, Station Road, Wigston, LE182DR</p>	

THE MEETING CLOSED AT 8.30 PM



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CHAIR

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THURSDAY, 08 DECEMBER 2016

Agenda Item 15m

**MINUTES OF A MEETING OF THE LICENSING AND REGULATORY COMMITTEE HELD AT
THE COUNCIL OFFICES, STATION ROAD, WIGSTON ON THURSDAY, 29 SEPTEMBER
2016 COMMENCING AT 7.00 PM**

<u>IN ATTENDANCE:</u>		
Chair - Councillor Mrs L M Broadley		
Vice-Chair - Councillor Miss M V Chamberlain		
<u>COUNCILLORS (10):</u>		
Miss A R Bond	M L Darr	
G A Boulter	R F Eaton	Mrs H E Loydall
Ms K M Chalk	R E Fahey	R H Thakor
M H Charlesworth	J Kaufman	
<u>OFFICERS IN ATTENDANCE (2):</u>		
S J Ball	Ms P Samuels	

Min Ref.	Narrative	Officer Resp.
7.	<u>APOLOGIES FOR ABSENCE</u> None.	
8.	<u>APPOINTMENT OF SUBSTITUTES</u> None.	
9.	<u>DECLARATIONS OF INTEREST</u> None.	
10.	<u>MINUTES OF THE PREVIOUS MEETING HELD ON 20 JULY 2016</u> RESOLVED THAT: The minutes of the previous meeting of the Committee held on 20 July 2016 be taken as read, confirmed and signed.	
11.	<u>PETITIONS AND DEPUTATIONS</u> None.	
12.	<u>SCALE OF FEES AND CHARGES 2017/18</u> The Committee gave consideration to the report and appendix (at pages 4 - 9) as delivered and summarised by the Senior Democratic Services Officer / Legal Officer which should be read together with these minutes as a composite document. The Chair moved the recommendation as set out at paragraph 2.1 of the report (at page 4). The Vice-Chair seconded the recommendation.	

	<p>Councillors Mrs H E Loydall and M H Charlesworth stated that the government failed to acknowledge that the statutorily-fixed fees and charges did not accurately reflect the monetary costs in real terms of administering the services. She further stated that not all fees and charges for discretionary services (as set out in the appendix) were accurately recorded in the narrative against the RPI increase at 1.9%.</p> <p>The Members requested the Chair to liaise with the Interim Chief Finance Officer / Section 151 Officer to correct the same.</p>	<p>MHo CR</p>
13.	<p><u>HACKNEY CARRIAGE AND PRIVATE HIRE VEHICLE CHECKS (VERBAL UPDATE)</u></p> <p>The Committee gave consideration to the verbal update as delivered by the Enviromental Health Team Leader.</p> <p>The Enviromental Health Team Leader informed the Committee that ongoing checks were being undertaken by the Licensing Enforcement Officer on an ad-hoc basis against hackney carriage and private hire (HC/PH) vehicles licensed with this authority. She advised that those vehicles and drivers who were found to be non-compliant had been written to and the necessary enforcement taken accordingly.</p> <p>She further informed Members that on 20 September 2016, licensing officers from this Council attended a multi-agency enforcement exercise held at East Midlands Airport, Castle Donington which checked HC/PH vehicles from different regional authority areas. A local enforcement exercise was also said to be scheduled for 30 September at Manor Road, Oadby between the hours of 08:00 pm and 01:00 am in response to complaint received in respect of HC/PH drivers illegally plying for hire.</p> <p>Councillor Mrs H E Loydall enquired as to what work had been undertaken by the Licensing Enforcement Officer to reduce incidences of HC/PH vehicle defects.</p> <p>The Enviromental Health Team Leader that the information requested was not available at the meeting and would be circulated to Members accordingly.</p> <p>The Chair requested that at update regarding the enforcement exercise on 30 September be reported back to the next meeting of the Committee.</p>	<p>PS TA</p>

THE MEETING CLOSED AT 7.12 PM



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CHAIR
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THURSDAY, 12 JANUARY 2017
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Agenda Item 15n

**MINUTES OF A MEETING OF THE HEALTH AND WELLBEING BOARD HELD AT THE
COUNCIL OFFICES, STATION ROAD, WIGSTON ON TUESDAY, 11 OCTOBER 2016
COMMENCING AT 1.00 PM**

<u>IN ATTENDANCE:</u>		
Chair - Councillor J Kaufman		
COUNCILLORS (2):		
G A Boulter	J W Boyce	
OFFICERS IN ATTENDANCE (2):		
Avril Lennox MBE	Megan Whittingham	
OTHERS IN ATTENDANCE (8):		
James Naylor	Sharon Rose	Ruth Mann
Malcolm Brown	Dave Cliffe	Aideen McKenna
Jo Wyld	Lynn Pallett	

Min Ref.	Narrative	Officer Resp.
15.	<p><u>WELCOME BY CHAIRMAN, COUNCILLOR JEFFREY KAUFMAN</u></p> <p>Chair, Councillor Jeffrey Kaufman, welcomed all attendees to the meeting. He confirmed that the Oadby and Wigston Health & Wellbeing Board (HWBB) has recently gone through a re-structure.</p> <p>The aim of this group is to bring key decision makers together from a range of local health providers to review local health data, share information on service provision and lobby for change. Each planned meeting will concentrate on a particular area of health. This particular meeting has a focus on 'Diabetes and Healthy Weight'.</p> <p>There is a 'core' list of individuals who attend every meeting; this includes Councillors, OWBC Officers; and key individuals whose health expertise covers across a range of health topics. In addition to this, external agencies, with specialist knowledge are invited to send representatives to attend specific meetings relevant to their key work area.</p> <p>Councillor Kaufman confirmed he was delighted to see so many external agencies in attendance at the meeting, this included representation from:</p> <ul style="list-style-type: none"> • The School Sports Partnership • Master Gardeners / Incredible edible • Diabetes prevention programmes • Leicestershire Nutrition & Dietetic Service • Voluntary Action Leicestershire • Weight Watchers 	
16.	<p><u>APOLOGIES FOR ABSENCE</u></p> <p>An apology for absence was received from Councillors Ms K M Chalk and</p>	

	Dr T K Khong, Dr Vivek Varakantam and Aaron Bohannon.	
17.	<p><u>MINUTES OF THE PREVIOUS MEETING HELD ON 12 JULY 2016</u></p> <p>One key action from the last meeting was to create an online information portal for health professionals, GPs and the general public, in order to provide signposting to appropriate local services.</p> <p>Avril Lennox confirmed that this action has now been completed and the webpage for the online portal has been promoted via the Council's Letterbox newsletter. This action will be presented under the next Agenda item, 'Communication'.</p>	
18.	<p><u>COMMUNICATIONS UPDATE</u></p> <p>Megan Whittingham, the Council's Sports Development Assistant, presented the current 'live' view of the new online Health portal to all attendees. She explained how to navigate around the site, which references the Health & Wellbeing Board's priorities.</p> <p>The webpage can be accessed by clicking the following link: www.activeoadbywigston.org.uk/health</p> <p>A number of suggestions were made in order to add value to the page; these include:</p> <ul style="list-style-type: none"> • Use the top web banner facility to promote the different pages • Add a rider to advise participants to check the credentials and health and safety of the individuals programmes/activities • Allow private companies to promote their programmes, providing they meet the key identified health priorities. <p>All attendees felt the webpage was a real step forward to providing residents, GP's and Health Professionals with up to date information on local health services, which link to the Board's priorities.</p> <p>Megan will make the relevant changes and add to the 'live' portal.</p>	MW
19.	<p><u>INTRODUCTIONS - AROUND THE TABLE DISCUSSION</u></p> <p>Sharon Rose: Locality Lead Manager, East Leicestershire & Rutland Clinical Commissioning Group (CCG)</p> <p>Addressing Diabetes: Healthier You: The NHS Diabetes Prevention Programme</p> <ul style="list-style-type: none"> • National Programme, started in 2016 • Those referred will receive personalised help to reduce their risk of Type 2 diabetes • Over a minimum of nine months patients will be offered at least 13 education and exercise sessions of one to two hours, at least 16 hours face to face or 1-to1 in total <p>Ruth Mann: School Sport Development Manager, Learning South Leicestershire School Sports Partnership</p> <p>Weight management:</p>	

	<ul style="list-style-type: none"> • Energy Club - for young people at risk of being over/under weight. • Participants identified by the National Child Measurement Programme and by Primary Schools, as those students that don't enjoy PE • A Healthy Lifestyle coach goes into schools and delivers a cook and eat programme that links to the FLiC, which is an 8 week weight management programme. • Community Energy Club at South Wigston High School, in addition to Holiday Club. • Also deliver Girls less active fitness based sessions and LADS programme, for those not interested in traditional sports. <p>Ruth works closely with the local Head Teacher's Development group to encourage schools to improve their PE in Schools. Expected outcomes – increased levels of physical activity, improved awareness of healthy lifestyles increased confidence and self esteem</p> <p>David Cliffe: Community Development Officer VAL</p> <p>Link to addressing Diabetes.</p> <ul style="list-style-type: none"> • Incredible Edible: Food growing in South Wigston and Wigston, with the aim to go across the whole of the borough • Activity day held at Wigston Library to teach people to grow food / nutrition and cooking • Aiming to constitute the group in near future • Fairfield Estate – gentle exercise, Tai chi and Nordic walking • Step out for children and young people in South Wigston, at St Thomas' Church. Now a fully constituted group. <p>Expected outcomes – greater community cohesion, community food growing, community cooking</p> <p>Malcolm Brown: Master Gardeners</p> <p>Link to addressing Diabetes & Weight Management.</p> <ul style="list-style-type: none"> • Incredible Edible – healthy eating as part of the programme • Oversee adult learning programmes • Food groups in schools – Woodland Grange, Wigston Magna and Glenmere. Practical food and cook prog. • Support the nutrition element <p>Expected outcomes include improved health & wellbeing, improved knowledge of healthy eating and community cohesion</p> <p>Lynn Pallett & Jo Wyld: Weight Watchers</p> <p>Link to addressing Diabetes & Weight Management</p> <ul style="list-style-type: none"> • Free 12 week Weight Watcher's programme • Can be self referred or via GP • Aim to lead to people changing long term lifestyles • Smart points – to reduce sugar intake • Age restriction for children (from 13 upwards) 	
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	<ul style="list-style-type: none"> • Five meetings held across Oadby and Wigston <p>Expected outcomes include weight loss, improved health & wellbeing and confidence</p> <p>James Naylor: Everyone Active</p> <p>Link to addressing Diabetes & Weight Management</p> <ul style="list-style-type: none"> • Diabetes programme (a key priority, currently red rating for O&W) includes nutrition element as well as physical activity. Participant's results are positive – reduction in weight and reduced use of medication for some. • Links to Exercise Referral, which is increasing • Girls Clubs (42 now attending) <p>Expected outcomes – improved health and wellbeing, weight reduction, reduction of medication</p> <p>Aideen McKenna: Leicestershire Nutrition & Dietetics Service</p> <p>Link to addressing Diabetes & Weight Management</p> <ul style="list-style-type: none"> • Joint weight management services including adult and family weight management programmes • Universal healthy eating advice and basis cookery skills programme in partnership with local council's and adult learning services. <p>Expected outcomes include weight loss, increase in physical activity, improved health & wellbeing and confidence</p>	
20.	<p><u>PROMOTION</u></p> <p>All attendees asks to promote the Active Oadby and Wigston 'Health' webpage, and share relevant programme information with networks.</p>	ALL
21.	<p><u>FUTURE MEETINGS</u></p> <p>The Chair confirmed that each HWBB meeting will have a key focus, with the last meeting in April acting as the O&W Annual Health summit to review outcomes and set future priorities.</p> <ul style="list-style-type: none"> • Tuesday 10 January 2017 – Substance/ Alcohol Misuse • Tuesday 4 April 2017 – Annual Health Summit 	

THE MEETING CLOSED AT 3.30 PM



CHAIR

TUESDAY, 10 JANUARY 2017

Agenda Item 15o

**MINUTES OF A MEETING OF THE SERVICE DELIVERY COMMITTEE HELD AT THE
COUNCIL OFFICES, STATION ROAD, WIGSTON ON TUESDAY, 11 OCTOBER 2016
COMMENCING AT 7.00 PM**

<u>IN ATTENDANCE:</u>		
Chair - Councillor G A Boulter Vice-Chair - Councillor F S Broadley		
COUNCILLORS (9):		
G S Atwal Miss A R Bond J W Boyce	Mrs L M Broadley D M Carter Mrs L Eaton	R E Fahey Mrs S Z Haq K J Loydall
OFFICERS IN ATTENDANCE (5):		
S J Ball Mrs A E Court	S Glazebrook Mrs A Lennox MBE	C Raymakers

Min Ref.	Narrative	Officer Resp.
17.	<u>APOLOGIES FOR ABSENCE</u> An apology for absence was received from Councillors L A Bentley, Ms M K Chalk, Dr T K Khong and R H Thakor.	
18.	<u>APPOINTMENT OF SUBSTITUTES</u> Councillor R E Fahey substituted for Councillor R H Thakor.	
19.	<u>DECLARATIONS OF INTEREST</u> None.	
20.	<u>MINUTES OF THE PREVIOUS MEETING HELD ON 05 JULY 2016</u> RESOLVED THAT: The minutes of the previous meeting of the Committee held on 05 July 2016 be taken as read, confirmed and signed.	
21.	<u>ACTION LIST ARISING FROM THE MEETING HELD ON 05 JULY 2016</u> The Interim Community Services Manager informed the Committee that: <ul style="list-style-type: none"> (i) an update regarding terrace-house refurbishment grants featured in the report at agenda item 9 (at page 34) and that a separate report was to be brought to the next meeting of this Committee to be held on 17 January 2017; (ii) an update regarding fair rent regulations featured in the report at agenda item 9 (at page 33); (iii) discussions with Leicestershire County Council (LCC) regarding the distribution of Disabled Facility Grants (DFG's) were ongoing and that a report was to be brought to a subsequent meeting of this Committee once a resolution had been agreed; and (iv) no response had been received from the Ministry of Defence (MoD) 	

	<p>and, therefore, it was to be assumed that the MoD's has no interest in the short-term letting of its void properties on Namur Road, South Wigston.</p> <p>RESOLVED THAT:</p> <p>The Action List be noted by Members.</p>	
22.	<p><u>PETITIONS AND DEPUTATIONS</u></p> <p>None.</p>	
23.	<p><u>COMMITTEE BUDGET REVIEW (APRIL - AUGUST 2016)</u></p> <p>The Committee gave consideration to the report and appendices (at pages 14 - 17) as delivered and summarised by the Interim Finance and Accountancy Manager which should be read together with these minutes as a composite document.</p> <p>Councillor K J Loydall enquired as to whether there was any evidence to suggest additional financial hardship suffered by Borough residents as result of the 1% decrease in dwelling rents.</p> <p>The Interim Community Services Manager and Interim Finance and Accountancy Manager jointly-advised that no additional hardship had been found.</p> <p>Councillor J W Boyce expressed concern in respect of the worsening volatility of void properties and its impact upon overall deficit of the Housing Revenue Account (HRA).</p> <p>The Interim Community Services Manager advised that the impact referred to long-term void properties only which were due to be removed from the system for recording purposes. He noted that voids performance in respect of "day-to-day" property voids had improved since the introduction of measures at the start of the calendar year.</p> <p>Councillor J W Boyce moved the recommendation as set out at paragraph 2 of the report (at page 14).</p> <p>Councillor K J Loydall seconded the recommendation.</p> <p>RESOLVED THAT:</p> <p>The current position(s) be noted by Members.</p>	
24.	<p><u>PROPOSED SCALE OF FEES AND CHARGES 2017/18</u></p> <p>The Committee gave consideration to the report and appendices (at pages 18 – 30) as delivered and summarised by the Interim Finance and Accountancy Manager which should be read together with these minutes as a composite document.</p> <p>Councillor J W Boyce commended the sensibility of the Proposed Scale.</p> <p>The Chair moved the recommendation as set out at paragraph 2 of the report (at page 18).</p>	

	<p>Councillor K J Loydall seconded the recommendation.</p> <p>RESOLVED THAT:</p> <p>The Proposed Scale of Fees and Charges for 2017/18 be considered and recommended to the Policy, Finance and Development Committee.</p>	
25.	<p><u>COMMUNITY SERVICE UPDATE</u></p> <p>The Committee gave consideration to the report and appendices (at pages 31 - 43) as delivered and summarised by the Interim Community Services Manager which should be read together with these minutes as a composite document.</p> <p>The Interim Community Services Manager added that:</p> <ul style="list-style-type: none"> (i) The switchover of the call monitoring service to Charnwood Borough Council had been delayed due to issues regarding the reprogramming of equipment. It was said that switchover was scheduled to start on Monday 17 October and would take approximately 2-3 weeks to complete; (ii) Another private-sector empty property of concern was 37 Newton Lane, Wigston. It was said that a rate of 150% Council Tax was being paid on the property and that the owner had been written to, to ascertain his intentions as to the future of the property; (iii) Works to clear the asbestos from the incident at Kenilworth Drive, South Wigston were now complete and awaiting the final completion certificate from the contractor. The Council's Environmental Health Team was said to be shortly undertaking monitoring tests to the individual properties affected; and (iv) The final business case for the Lightbulb Project (LbP) had since been received and was currently being assessed. <p>Councillor Mrs L M Broadley enquired as to whether tenants at William Peardon Court, Wigston (a sheltered accommodation) were required to maintain a telephone phone line to access the warden call monitoring service. She further requested an update regarding the external works at Junction Road, Wigston.</p> <p>The Interim Community Services Manager advised that only tenants in dispersed properties required a phone line and that, although no tenants were known not to have a phone line, measures in respect of tenants who did not would be taken to ensure the installation and maintenance of the same.</p> <p>The Chair advised that the external works at Junction Road were out to tender.</p> <p>Councillor D M Cater enquired as to whether the notice periods in respect of the Notice duly served on the property known as 114 Uplands Road, Oadby had since expired.</p> <p>With reference to the four items served in the Notice as set out at paragraph 3.11 of the report (at page 34), the Interim Community Services Manager advised that items one, two and three had since expired and item four was due to expire imminently.</p>	

	<p>Councillor J W Boyce enquired as to:</p> <ul style="list-style-type: none"> (a) whether the boiler system at Chartwell House, Oadby had been repaired; (b) if the Council remained statutorily-responsible for delivering DFG's; (c) if the LbP business case had been assessed as being comprehensive and genuine as a robust service-delivery mechanism. <p>The Member further stated that the LbP could not be progressed until discussions with LCC regarding the distribution of DFG's were satisfactorily concluded.</p> <p>The Interim Community Services Manager advised that the boiler system had been repaired. He advised that North West Leicestershire District Council had sought legal advice upon the matter of the distribution of DFG's which concluded that LCC had acted illegally. The matter was reported to be the subject of a meeting due to be held between the Chief Executives of the Leicestershire Districts and Boroughs. It was said that no opinion had yet been formed on the LbP business case ahead of a meeting with the Interim Finance and Accountancy Manager to review the same.</p> <p>The Chair moved the recommendations <i>en bloc</i> set out at paragraphs 2.1 to 2.4 of the report (at page 31).</p> <p>Councillor K J Loydall seconded the recommendations.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <ul style="list-style-type: none"> (i) The contents of the report be noted by Members; (ii) The Homelessness Strategy be adopted; (iii) The Chair of the Committee write to the Minister of State for Housing and Planning requesting the re-introduction of a fair rent scheme for new tenancies in the private sector; and (iv) Officers be given authority to negotiate a new Lease in respect of the telecommunications equipment at Chartwell House, Oadby. 	
26.	<p><u>CORPORATE ENFORCEMENT UPDATE</u></p> <p>The Committee gave consideration to the report (at pages 44 - 45) as delivered and summarised by the Interim Community Services Manager which should be read together with these minutes as a composite document.</p> <p>The Interim Community Services Manager added that a separate and further report regarding taxi-licensing enforcement exercises was to be brought before the next meeting of the Licensing and Regulatory Committee to be held on 12 January 2017.</p> <p>Councillor Mrs S Z Haq enquired as to whether any regulatory enforcement action had been taken against the drivers of Leicester City Council licensed vehicles as identified at the enforcement exercise held on 30 September 2016.</p> <p>The Interim Community Services Manager stated that the requested information was not immediately available at the meeting but would be provided to the Member in due course.</p>	

	<p>Councillor J W Boyce enquired as to whether there had been an increase in fly-tipping incidents within the Borough as a result of the itemised-charging at Oadby Waste Site introduced by Leicestershire County Council from May 2016.</p> <p>The Director of Services and Interim Community Services Manager jointly-advised that no increase in fly-tipping incidents in the Borough had been noted.</p> <p>RESOLVED THAT:</p> <p>The contents of the report be noted by Members.</p>	
27.	<p><u>LEISURE SERVICES UPDATE</u></p> <p>The Committee gave consideration to the report and appendices (at pages 46 - 55) as delivered and summarised by the Interim Health and Leisure Manager which should be read together with these minutes as a composite document.</p> <p>The Interim Health and Leisure Manager added that the combination alone of the smaller areas of land identified would not adequately future-proof the provision of car-parking at Brocks Hill Country Park (BHCP) / Parklands Leisure Centre (PLC). Although it was acknowledged that the open space at Wigston Road, Oadby was not Members' preferred proposal for consideration, the inclusion of this area was said to be sufficient to address any future-proofing concerns. The Interim Health and Leisure Manager further cited the promotion of increased participation in fitness and exercise activities by Borough residents under the Health and Wellbeing Board's strategy.</p> <p>The Interim Health and Leisure Manager further announced that Oadby and Wigston had secured a 'Gold Award' in the 'Small City' category in the 2016 East Midlands in Bloom (EMiB) competition.</p> <p>In respect of increasing car-parking capacity, the Chair stated that the adoption of any given area(s) would require the necessary planning permission and was to be given detailed consideration at that latter stage. With reference to the land left of Washbrook Lane (area 4 of Appendix A) he advocated the use of grasscrete to maintain the visual amenity of green space leading upto BHCP and PLC.</p> <p>With reference to Appendix A (at page 55), Councillor J W Boyce commended the adoption of areas 2, 3 and 5 for car parking provision. The Member shared the concern that the adoption of these areas alone would not future-proof the site. Areas 1 and 4 were noted for their respective green and spatial amenity value to the site.</p> <p>Councillor D M Carter stated that a longer term strategy was required and expressed reservations in developing area 4 for the reasons aforementioned by Councillor J W Boyce. He further enquired as to why there was a substantial cost differential between the quotes received between areas 1 and 3 per car space provided.</p> <p>The Interim Health and Leisure Manager advised that all quotes obtained were approximate estimates: most notably, it was said that area 1 required</p>	

	<p>more extensive works to be completed due to drainage systems being in situ on the area identified.</p> <p>Councillor Mrs L M Broadley stated that the inclusion of the open space at Wigston Road, in conjunction with improved vehicular and pedestrian entrance/exit arrangements, would adequately future-proof the site.</p> <p>Councillor J W Boyce warned that the open space in question may form part of Oadby's green wedge and therefore potentially undevelopable. He requested that further advice had been sought from Planning Policy and Control as to the feasibility of developing the open space.</p> <p>Councillor D M Carter enquired as to whether any alternative and sustainable travel plans for service-users to and from the site had been considered.</p> <p>The Interim Health and Leisure Manager advised such plans (viz. walking, cycling, and public transport) were actively encouraged to challenge a predominate "car-culture" however presented problems to larger user-groups such as families.</p> <p>Councillor Mrs L M Broadley raised a concern as to the lengthy call-handling times by the Borough's leisure facilities contractor Sports and Leisure Management Ltd (SLM).</p> <p>The Interim Health and Leisure Manager advised that SLM had increasingly limited call-handling resources to manage ever-higher call volumes as a result of increased participation. It was said that SLM continued to seek improvements to call-handling capacity and procedures by the better use of back-off personnel, allocating unanswered calls to a call-back facility and encouraging service-users to use self-service facilities (viz. online account, mobile application) to complete many enquires.</p> <p>With reference to a recently well-attended event at BHCP, Councillor Miss A R Bond raised a concern as to the poor highway access arrangements on Wigston Road, Oadby (B582) impacting on local ward residents. The Member was advised to relay her concern to the Highway Authority at Leicestershire County Council.</p> <p>The Interim Health and Leisure Manager reported that the event in question was an isolated incident and generated an unpredictable level of traffic to and from the site.</p> <p>Councillor J W Boyce congratulated the securing of the EMiB award.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>(i) The progress in relation to Leisure Services be noted by Members; and (ii) Planning permission be sought for areas 2, 3 and 5 (as set out in Appendix A) as approved additional car-parking provision at Brocks Hill Country Park and Parklands Leisure Centre.</p>	<p>AL AT TB</p>
28.	<p><u>CUSTOMER SERVICE TRANSFORMATION UPDATE</u></p> <p>The Committee gave consideration to the report (at pages 56 - 57) as delivered and summarised by the Director of Services which should be read together with these minutes as a composite document.</p>	

	<p>The Director of Services added that 12 October 2016 marked the Bell Street, Wigston Customer Service Centre's (CSC) first year anniversary.</p> <p>Councillor J W Boyce noted the high quality of service provision, improved efficiencies and savings provided through the CSC and commended all those involved in realising the marked success of the past year. He reiterated that the CSC project served as an excellent example of the transformational progress that was to be achieved in the years ahead in other service-areas of the Council.</p> <p>RESOLVED THAT:</p> <p>The contents of the report be noted by Members.</p>	
29.	<p><u>FACILITIES SERVICES UPDATE</u></p> <p>The Committee gave consideration to the report (at pages 58 - 61) as delivered and summarised by the Director of Services which should be read together with these minutes as a composite document.</p> <p>The Director of Services advised Members to note that recommendation 2.2 and paragraph 5.4 of the report (at pages 58 and 60, respectively) were to read '<i>...a maximum of two per applicant...</i>' as opposed to '<i>...a maximum of two per family...</i>'.</p> <p>Councillor J W Boyce stated that the objective behind the proposed policy change to restrict the number of burial and cremation plots sought to address whether it was reasonable for applicants to purchase plots in bulk. The Member raised a concern as to restricting plots to two per applicant <i>vis-a-vis</i> address, opining that an alternative solution was needed and a long-term decision should be taken in consultation with residents first. He emphasised that all parts of the Borough ought to be treated fairly.</p> <p>Councillor D M Cater enquired as to whether the same policy pertaining to Oadby Cemetery could be extended to Wigston Cemetery. He stated that increasing the price of plots above the RPI (at 1.9%) may cause speculative buying of the plots.</p> <p>The Chair advised that the circumstances at Wigston Cemetery (in respect of burial capacity) were materially different to that at Oadby Cemetery and therefore the same policies could not be applied. He suggested that the recommendation be piloted and for the policy change to be subsequently reviewed by the Committee in 12 months.</p> <p>The Chair moved the recommendations <i>en bloc</i> set out at paragraphs 2.1 to 2.2 of the report (at page 58).</p> <p>Councillor J W Boyce seconded the recommendations.</p> <p>RESOLVED THAT:</p> <p>(i) The information within the report be noted by Members; and (ii) The number of grave spaces that can be purchased in advance at Wigston Cemetery be restricted to a maximum of two per applicant for both burial and cremation plots.</p>	MS

	Votes For	10	
	Votes Against	1	
	Abstentions	0	

THE MEETING CLOSED AT 8.52 pm



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CHAIR

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TUESDAY, 17 JANUARY 2017

Agenda Item 15p

MINUTES OF A MEETING OF THE POLICY, FINANCE AND DEVELOPMENT COMMITTEE
HELD AT THE COUNCIL OFFICES, STATION ROAD, WIGSTON ON TUESDAY, 1
NOVEMBER 2016 COMMENCING AT 7.00 PM

<u>IN ATTENDANCE:</u>		
Chair - Councillor Mrs S B Morris		
Vice-Chair - Councillor D A Gamble		
COUNCILLORS (9):		
G S Atwal	J W Boyce	J Kaufman
L A Bentley	M L Darr	K J Loydall
G A Boulter	B Dave	R E R Morris
OFFICERS IN ATTENDANCE (5):		
S J Ball	M Hone	A Thorpe
M W L Hall	Lane	
OTHERS IN ATTENDANCE (2):		
T Crawley	A Persaud	

Min Ref.	Narrative	Officer Resp.
35.	<u>APOLOGIES FOR ABSENCE</u> An apology for absence was received from Councillors E R Barr, Mrs L Eaton and R E Fahey.	
36.	<u>APPOINTMENT OF SUBSTITUTES</u> None.	
37.	<u>DECLARATIONS OF INTEREST</u> None.	
38.	<u>MINUTES OF THE PREVIOUS MEETING HELD ON 20 SEPTEMBER 2016</u> RESOLVED THAT: The minutes of the previous meeting of the Committee held on 20 September 2016 be taken as read, confirmed and signed.	
39.	<u>ACTION LIST ARISING FROM THE MEETING HELD ON 20 SEPTEMBER 2016</u> RESOLVED THAT: The Action List be noted by Members.	
40.	<u>PETITIONS AND DEPUTATIONS</u> None.	

41.	<p><u>ANNUAL AUDIT LETTER 2015/16</u></p> <p>By reason of special circumstance in that an additional item of business needed to be considered before the next meeting of the Committee, it was moved by the Chair and seconded by the Vice-Chair that the foregoing item of business be considered at this meeting as a matter of urgency in accordance with section 100B (4)B of the Local Government Act 1972. The reason stated for the admission of the additional item of business was that it was of significant interest to Members and the general public.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>The foregoing item of business, namely the Annual Audit Letter 2015/16, be considered at this meeting as a matter of urgency in accordance with section 100B (4)B of the Local Government Act 1972 for the reason aforementioned.</p> <p>The Committee gave consideration to the Annual Audit Letter for 2015/16 (“the Letter”) tabled at the meeting as jointly-delivered and summarised by the Interim Chief Finance Officer (Section 151 Officer) and the KPMG Director, Mr Tony Crawley, which should be read together with these minutes as a composite document.</p> <p>The Chair and Councillor J W Boyce commended Officers for their timely work in relation to the 2015/16 audit year and noted the significance in being issued an unqualified conclusion and opinion despite the financial challenges faced.</p> <p>Councillor B Dave enquired as to why the additional item of business was not admitted earlier as part of the meeting's Agenda as published on 24 October. He further enquired as to whether the Council was on target to achieve the £633k of identified efficiency savings as set out in the tabled document (at page 3).</p> <p>The KPMG Director advised that the statutory deadline for issuing the Letter was 31 November and that, in accordance with the Council's Audit Regulations, it was required to be considered at the next meeting of the Committee. It was said that the Agenda has been published (on 24 October) before the Letter was received (on 26 October). The Letter was said to have been circulated to Members when received.</p> <p>The Interim Chief Finance Officer advised that Council was on target to achieve the £633k of identified efficiency savings as confirmed in the report at agenda item 11.</p> <p>Councillor J Kaufman requested that a copy of the Letter be forwarded to the Member of Parliament for the Harborough Constituency.</p> <p>Councillor J W Boyce moved that contents of the Annual Audit Letter for 2015/16 be noted.</p> <p>Councillor K J Loydall seconded the motion.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>The contents of the Annual Audit Letter for 2015/16 be noted by Members.</p>	<p>MHa MHo</p>
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42.	<p><u>NEW LOCAL PLAN REGULATION 18 CONSULTATION (PREFERRED OPTIONS)</u></p> <p>The Committee gave consideration to the report and appendix (at pages 9 - 153) as delivered and summarised by the Planning, Development and Regeneration Manager which should be read together with these minutes as a composite document.</p> <p>Councillor M L Darr enquired as to whether the Council was in a position to protect against the purchase and development of pockets of residual open-space land (i.e. under the ownership of former developers) in the Borough by private third-parties.</p> <p>The Planning, Development and Regeneration Manager advised that it was ordinarily the Council's position to adopt pockets of residual open-space land and, in respect of larger developments, seek a commuted sum from the developer(s) in question for the maintenance of the same. It was said that any development thereof would be subject to, and commensurately protected by, ordinarily planning regulations and policy.</p> <p>Councillor B Dave sought clarification in the Appendix as to the protection of Green Wedges 'by limiting development to <i>appropriate uses</i>' (emphasis added) (at page 39).</p> <p>The Planning, Development and Regeneration Manager advised an 'appropriate use' was considered to be a prescribed need (viz. leisure facilities, burial spaces etc.).</p> <p>With reference to Policy 9.10 'Hot Food Takeaways' in the Appendix (at page 127), Councillor J W Boyce suggested that such establishments should be limited in areas next or closeby to schools to give due regard and promote children's health.</p> <p>Councillor J W Boyce moved the recommendations <i>en bloc</i> as set out at paragraphs 2.1 to 2.2 of the report (at page 9).</p> <p>The Chair seconded the recommendations.</p> <p>RESOLVED THAT:</p> <p>(i) The New Local Plan (Preferred Options) document be approved for the purposes of public consultation commencing Friday 4th November 2016 for a period of 6 weeks; and</p> <p>(ii) An all-Member Briefing to be held following the Preferred Options consultation to inform the process of preparing the submission version of the Local Plan be noted.</p> <p>Votes For 10 Votes Against 0 Abstentions 1</p>	
43.	<p><u>JOINT STATEMENT BY THE LEICESTER/SHIRE AUTHORITIES ON COLLABORATIVE PLANNING FOR NWLDC</u></p> <p>The Committee gave consideration to the report and appendix (at pages 154 - 157) as delivered and summarised by the Planning, Development and Regeneration Manager which should be read together with these minutes as</p>	

	<p>a composite document.</p> <p>The Chair moved the recommendation as set out at paragraph 2.1 of the report (at page 154).</p> <p>Councillor J W Boyce seconded the recommendation.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>The Borough Council sign the Joint Statement by the Leicester and Leicestershire Authorities on Collaborative Planning in support of North West Leicestershire District Council's Local Plan (as set out at Appendix 1).</p>	
44.	<p><u>PEDESTRIANISATION OF BELL STREET, WIGSTON</u></p> <p>The Committee gave consideration to the report and appendix (at pages 158 - 164) as delivered and summarised by the Planning, Development and Regeneration Manager which should be read together with these minutes as a composite document.</p> <p>Members noted the significant enhancements made to Bell Street, Wigston by virtue of being a vehicular-free area and commended the recommendation for its permanent pedestrianisation.</p> <p>The Chair moved the recommendations <i>en bloc</i> as set out at paragraphs 2.1 to 2.3 of the report (at page 154).</p> <p>Councillor J W Boyce seconded the recommendations.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <ul style="list-style-type: none"> (i) The report considered by the Leicestershire County Council Highways Forum for Oadby and Wigston on 4 October 2016 supporting the experimental order to be made permanent (Appendix 1) be noted by Members; (ii) The trial pedestrianisation of Bell Street, Wigston be made into a permanent pedestrianisation; and (iii) The positive effect that the Post Office, Peacocks, Edinburgh Woollen Mill, Ponden Home and Poundland has had on Bell Street since they have opened and the significant improvements to the public realm on Bell Street, Wigston since the completion of the improvement works and the opening of the pocket park be noted by Members. 	
45.	<p><u>INTERNAL AUDIT PROGRESS REPORT 2016/17</u></p> <p>The Committee gave consideration to the report and appendix (at pages 164 - 192) as jointly-delivered and summarised by the Interim Chief Finance Officer (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>With reference to the final high-risk recommendation in the Appendix (at page 190), Councillor B Dave enquired as to when the new Customer Service Charters ("the Charters") were to be published on the Council's website.</p> <p>The Interim Chief Finance Officer advised that the revised Charters would</p>	

	<p>be published as soon as reasonable practicable once produced. It was said that the Member would be notified outside the meeting of the intended date of publication.</p> <p>Councillor J W Boyce stated that the revised Charters were to become “living” document and to reflect the improved standards achieved as result of the transformative work realised in the past year in respect of the Customer Services Centre project.</p> <p>RESOLVED THAT:</p> <p>The content of the Progress Report for 2016/17 be noted by Members.</p>	
46.	<p><u>OVERALL BUDGET POSITION - APRIL TO AUGUST 2016</u></p> <p>The Committee gave consideration to the report and appendix (at pages 193 - 197) as delivered and summarised by the Interim Chief Finance Officer (Section 151 Officer) which should be read together with these minutes as a composite document.</p> <p>The Interim Community Services Manager advised Members to note that the years referenced in the table at paragraph 3.3 of the report (at page 194) were to read ‘2016/17’ as opposed to ‘2015/16’.</p> <p>With reference to the ‘Upgrade of Server Operating Systems to Windows 2008’ at Appendix 1 (at page 197), Councillor B Dave enquired as to whether an upgrade to Windows 10 was scheduled.</p> <p>The Chair and the Chief Executive jointly-advised that no upgrade had been scheduled as the operating system (OS) was not yet technically-proven to be a stable platform and therefore entertained an IT risk at an organisational level if installed prematurely.</p> <p>RESOLVED THAT:</p> <p>The current position(s) be noted by Members.</p>	
47.	<p><u>COMMITTEE BUDGET REVIEW - APRIL TO AUGUST 2016</u></p> <p>The Committee gave consideration to the report and appendix (at pages 198 - 200) as delivered and summarised by the Interim Chief Finance Officer (Section 151 Officer) which should be read together with these minutes as a composite document.</p> <p>With reference to the ‘Compulsory Purchase Order (CPO) for 41 Canal Street’ at Appendix 1 (at page 200), Councillor Kaufman enquired as to whether the allocation of £350k had been committed.</p> <p>The Chair advised that the CPO funds would not be committed into escrow until the CPO was acknowledged.</p> <p>RESOLVED THAT:</p> <p>The current position(s) be noted by Members.</p>	
48.	<p><u>RESIDENT FORUM OUTTURN BUDGET POSITION AND ALLOCATION</u></p>	

	<p><u>REQUESTS</u></p> <p>The Committee gave consideration to the report and appendices (at pages 201 - 205) as delivered and summarised by the Interim Chief Finance Officer (Section 151 Officer) which should be read together with these minutes as a composite document.</p> <p>With reference to the appendices, the Interim Chief Finance Officer added that the following schemes had since been completed:</p> <ul style="list-style-type: none"> (i) the retrofitting of the seat in the bus shelter on Station Road, Wigston; (ii) the installation of a litterbin at Horsewell Lane, Wigston; (iii) the installation of a bus shelter on Howden Close, Oadby; and (iv) the installation of litterbins at Coombe Park, Oadby. <p>Councillor J W Boyce requested that the table at paragraph 3.3 of the report (at page 201) be simplified and made more intelligible in future reports and a report be brought to the next meeting of the Committee on 31 January 2017 in respect of the allocation requests system be reviewed and regularised to distinguish between capital and project-based schemes.</p> <p>The Chair moved the recommendations <i>en bloc</i> as set out at paragraphs 2.1 to 2.2 of the report (at page 201).</p> <p>Councillor K J Loydall seconded the recommendations.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <ul style="list-style-type: none"> (i) The position(s) of the Forums' Budgets be noted by Members; and (ii) The allocation requested by the Forums (as set out in the report) be approved. 	MHo CR
49.	<p><u>PROPOSED SCALE OF FEES AND CHARGES 2017/18</u></p> <p>The Committee gave consideration to the report and appendices (at pages 206 - 229) as delivered and summarised by the Interim Chief Finance Officer (Section 151 Officer) which should be read together with these minutes as a composite document.</p> <p>With reference to car parks at paragraph 3.7 of the report (at page 207), Councillor L A Bentley requested that a report be brought to a subsequent meeting of the Service Delivery Committee exploring the justification of the £3 charge, the uses of the Borough's car parks and the income generated from the same.</p> <p>Councillors J Kaufman and D A Gamble stated that it was an opportune time to review all car parking charges and signage ahead of the new £1 coin entering circulation in March 2017 (insofar as payment machines needing to be updated) and Leicestershire County Council's plans to charge for on-street parking from next year.</p> <p>With reference to cemetery charges in the Appendix (at page 220), Councillor J W Boyce requested that a report be brought to the next meeting of the Committee regarding additional graves charges, including fee-setting practices and figure work, the timescales involved and benchmarking against other Leicester/shire authorities.</p>	

	<p>The Interim Chief Finance Officer noted that additional graves charges were currently under review in the Internal Audit Plan together with a recommendation that charges converge closer to that currently implemented by Leicester City Council.</p> <p>Councillor J W Boyce moved the recommendation as set out at paragraphs 2 of the report (at page 206).</p> <p>The Chair seconded the recommendation.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <p>The Proposed Scale of Fees and Charges for 2017/18 be approved.</p>	
50.	<p><u>COLLECTION AND WRITE-OFF OF MISCELLANEOUS DEBTORS</u></p> <p>The Committee gave consideration to the report (at pages 230 - 231) as delivered and summarised by the Interim Chief Finance Officer (Section 151 Officer) which should be read together with these minutes as a composite document.</p> <p>The Chair commended Officers' debt-collection efforts in the second quarter of 2016/17. She further requested a policy be introduced requiring payment be rendered first by service-users and existing debtors before services being supplied.</p> <p>The Interim Chief Finance Officer advised that systems were in place to "write-up" previously written-off debt was should debtors be identified as having return to the Borough if there was a change in debtors' circumstances.</p> <p>RESOLVED THAT:</p> <p>The contents of the report be noted by Members.</p>	MHo CR
51.	<p><u>COUNCIL CORPORATE PLAN - VISION, VALUES AND CORPORATE PRIORITIES</u></p> <p>The Committee gave consideration to the report (at pages 232 - 235) as delivered and summarised by the Chief Executive which should be read together with these minutes as a composite document.</p> <p>Members collectively commended the work undertaken in respect of the vision, values and corporate priorities and endorsed the sentiments of "togetherness" as the mainstay of the Council's work ethos.</p> <p>It was further noted by Members that Council enjoyed a highly-motivated and highly-trained complement of staff who all shared in the Council's long-term vision.</p> <p>Councillor J W Boyce moved the recommendations <i>en bloc</i> as set out at paragraphs 2.1 and 2.2 of the report (at page 236).</p> <p>The Chair seconded the recommendations.</p> <p>UNANIMOUSLY RESOLVED THAT:</p>	

	<p>(i) The Council Vision be adopted, namely:</p> <p>“Stronger Together” and “A Stronger Borough Together”</p> <p><i>“Councillors, staff, residents, businesses, partners and stakeholders will continue to create a stronger borough by working together.</i></p> <p><i>A stronger borough that is inclusive and engaged and focuses on delivering effective services, balanced economic development, green and safes places resulting in better wellbeing for all”.</i></p> <p>be adopted; and</p> <p>(ii) The Organisational Values be adopted, namely:</p> <p>(a) Accountability: Proud to take responsibility for actions, seeing tasks through to completion;</p> <p>(b) Respect: Act with honesty, fairness and equality at all times;</p> <p>(c) Teamwork: Committed to sharing information, skills and experience;</p> <p>(d) Innovation: Striving for service improvements by exploring new ways of working; and</p> <p>(e) Customer Focus: A mindset that exceeds residents and stakeholder expectations.</p>	
52.	<p><u>FOUR YEAR EFFICIENCY PLAN (2016/17 - 2019/20)</u></p> <p>The Committee gave consideration to the report and appendices (at pages 236 - 257) as delivered and summarised by the Interim Chief Finance Officer (Section 151 Officer) which should be read together with these minutes as a composite document.</p> <p>Councillor B Dave request that an original copy of the Four Year Efficiency Plan (“the Plan”) as sent to the Department for Communities and Local Government (DCLG) be circulated to Members.</p> <p>The Chief Executive and Interim Chief Finance Officer jointly-advised that the Plan was generically-framed to initially satisfy the DCLG’s request and to ensure that Members’ input on a detailed policy-level could be sought later. The information contained within was said to be used by the DCLG to ascertain the financial pressures faced by local government and ability to bridge any financial gaps.</p> <p>Councillor J W Boyce stated the Plan sought to demonstrate to the DCLG the Council’s ability to deliver a balanced-budget whilst maintaining its frontline services.</p> <p>The Chair moved the recommendation as set out at paragraph 2 of the report (at page 236).</p> <p>Councillor J W Boyce seconded the recommendations.</p> <p>RESOLVED THAT:</p> <p>The Four Year Efficiency Plan (2016/17 – 2019/20) as initially agreed by the Change Management Committee by noted and approved.</p>	MHo

53.	<p><u>HOUSING AND PROPERTY DEVELOPMENT WITHIN THE BOROUGH</u></p> <p>The Committee gave consideration to the report and appendices (at pages 258 - 261) as delivered and summarised by the Interim Chief Finance Officer (Section 151 Officer) which should be read together with these minutes as a composite document.</p> <p>Councillor J W Boyce commended the report and the exciting prospects of development within the Borough. He further request that the title of the report be widened to 'Housing and Property Development within the Borough'.</p> <p>Councillor J W Boyce moved the recommendations <i>en bloc</i> as set out at paragraphs 2.1 and 2.2 of the report (at page 258).</p> <p>The Chair seconded the recommendations.</p> <p>UNANIMOUSLY RESOLVED THAT:</p> <ul style="list-style-type: none"> (i) Authority be given to Officers to develop an implementation plan and Business Case for approval by this Committee; and (ii) The initial legal costs associated with this proposal be capped at £10,000 up to the formation stage of the company. 	
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THE MEETING CLOSED AT 8.52 PM



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CHAIR

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TUESDAY, 31 JANUARY 2017
