



<b>Full Council (AGM)</b>	<b>Tuesday, 14 May 2024</b>	<b>Matter for Information and Decision</b>
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**Report Title:**

**Appointment of Council Bodies and  
Membership Sizes (2024/25)**

**Report Author(s):**

**Samuel Ball (Legal & Democratic Services Manager  
/ Deputy Monitoring Officer)**

<b>Purpose of Report:</b>	To appoint the Committees, Sub-Committees, Boards, Panels, Forums and Working Groups of the Council ("Council bodies") and the number of Members to serve thereon for the ensuing municipal year 2024/25.
<b>Report Summary:</b>	In accordance with the Council's Constitution, the Council must at its Annual General Meeting (AGM) appoint all the Council bodies it considers appropriate to deal with matters which are not reserved to the Council (as set out in Part 3 of the Constitution) including the fixed number of Members to serve thereon for each municipal year.
<b>Recommendation(s):</b>	<p><b>A. That the contents of the report and appendix be noted;</b></p> <p><b>B. That the Council bodies and the number of Members to serve thereon (as set out at paragraph 2 of this report) for the ensuing municipal year 2024/25 be approved; and</b></p> <p><b>C. That delegated authority be given to the Head of Law &amp; Democracy / Monitoring Officer to make all the necessary amendments to the Constitution therefrom accordingly.</b></p>
<b>Senior Leadership, Head of Service, Manager, Officer and Other Contact(s):</b>	<p>David Gill (Head of Law &amp; Democracy / Monitoring Officer) (0116) 257 2626 <a href="mailto:david.gill@oadby-wigston.gov.uk">david.gill@oadby-wigston.gov.uk</a></p> <p>Samuel Ball (Legal &amp; Democratic Services Manager / Deputy Monitoring Officer) (0116) 257 2643 <a href="mailto:samuel.ball@oadby-wigston.gov.uk">samuel.ball@oadby-wigston.gov.uk</a></p>
<b>Strategic Objectives:</b>	Not applicable.
<b>Vision and Values:</b>	Not applicable.
<b>Report Implications:</b>	
Legal:	Failure to adhere to the relevant provisions of the Local Government Act 1972, Local Government and Housing Act 1989, Local Government Act 2000 and the relevant Regulations made thereunder ("the Acts and Regulations") and the relevant provisions of the Council's Constitution in relation to the appointment of Council bodies to discharge Council functions may result in the Council acting beyond its powers.
Financial:	There are no implications arising from this report.
Corporate Risk Management:	Political Dynamics (CR3) Regulatory Governance (CR6)

Equalities and Equalities Assessment (EA):	There are no implications arising from this report. EA not applicable.
Human Rights:	There are no implications arising from this report.
Health and Safety:	There are no implications arising from this report.
<b>Statutory Officers' Comments:-</b>	
Head of Paid Service:	The report is satisfactory.
Chief Finance Officer:	The report is satisfactory.
Deputy/Monitoring Officer:	As the author(s), the report is satisfactory.
<b>Consultees:</b>	None.
<b>Background Papers:</b>	None.
<b>Appendices:</b>	<b>1.</b> Proposed Committee & Governance Structure (2024/25)

## **1. Background**

1.1 In accordance with the Acts and Regulations and the Council's Constitution, the Council must at its Annual General Meeting (AGM) appoint all the Council bodies it considers appropriate to deal with matters which are not reserved to the Full Council (as set out in Part 3 of the Constitution) including the number of Members to serve thereon for each municipal year.

## **2. Council Bodies and Membership Sizes for 2024/25**

### **2.1 Directly Appointed Council Bodies**

2.1.1 The proposed Council bodies which are directly appointed by the Council (as defined in Article 6 and set out in Part 3, Sections 3 and 5 of the Council's Constitution) are:

- Full Council (26 Members)
  - Capital Projects Sub-Committee (7 Members)
- Audit Committee (7 Members + 1 Independent Person)
- Appeals Panel (3 Members)<sup>FC</sup>
- Appointments Committee (Chief Officers) (5 Members)<sup>FXD</sup>
- Development Control Committee (14 Members)
- Investigatory Committee (Chief Officers) (3 Members)<sup>FC</sup>
- Constitutional Working Group (7 Members)
- Independent Remuneration Panel (3 Independent Members)
- Policy, Finance & Development Committee (14 Members)
  - Assessment Sub-Committee (3 Members)<sup>PFDC</sup>
  - Determination Sub-Committee (3 Members)<sup>PFDC</sup>
  - Review Sub-Committee (3 Members)<sup>PFDC</sup>
- Place Shaping & Climate Change Working Group (8 Members)

- Service Delivery Committee (14 Members)
  - Armed Forces Working Group (4 Members)
- Licensing & Regulatory Committee (11 Members)
  - Licensing Sub-Committee (3 Members)<sup>LRC</sup>
  - Taxi & Private Hire Sub-Committee (3 Members)<sup>LRC</sup>

## Key

- Committee
  - Sub-Committee
  - Working Group
- FC Members appointed ad-hoc from Full Council
- FXD Fixed Office Holders and Committee Chairs (or appointed nominees)
- LRC Members appointed ad-hoc from Licensing & Regulatory Committee (including substitutes)
- PFDC Members appointed ad-hoc from Policy, Finance & Development Committee

## 2.2 Directly Facilitated Council Bodies

2.2.1 The proposed Council bodies which are directly facilitated by the Council (as defined in and set out in Article 7 of the Council’s Constitution) are:

- Oadby Residents’ Forum (11 Members)\*
- Wigston Residents’ Forum (12 Members)\*
- South Wigston Residents’ Forum (4 Members)\*
- Health & Wellbeing Board (4 Members)
- Community Engagement Forum (4 Members)
- Children & Young Peoples’ Forum (4 Members)
- Community Safety Partnership (1 Member)

\* All Members from the relevant Oadby, Wigston and South Wigston Borough Council Wards and pertaining County Council Divisions.

2.3 The distinction between Council bodies which are directly appointed and directly facilitated by the Council (emphasis added) as defined and/or set out in their respective parts of the Council’s Constitution is provided at paragraph 4 of this report for Members’ information.

## 3. Changes to Council Bodies’ Membership Sizes from 2023/24

3.1 The variances, if any, between 2023/24 and 2024/25, and subject to Council approval, are:

Council Bodies (Alphabetical Order)	2023/24	2024/25	+/-
<b>Directly Appointed</b>			
Policy, Finance & Development Committee	14	14	N/C
Service Delivery Committee	15	14	-1
Licensing & Regulatory Committee	10	11	+1
Development Control Committee	14	14	N/C

Place Shaping & Climate Change Working Group	10	8	-2
Audit Committee	7 + 1 IP	7 + 1 1P	N/C
Constitutional Working Group	7	7	N/C
Capital Projects Sub-Committee	5	7	N/C
Armed Forces Working Group	4	4	N/C
<b>Directly Facilitated</b>			
Health & Wellbeing Board	6	4	-2
Community Engagement Forum	4	4	N/C
Children and Young Peoples' Forum	4	4	N/C

N/C = No change  
N/A = Not applicable  
IP = Independent Person

#### 4. Committee & Governance Structure for 2024/25

- 4.1 A diagram of the Council's Committee & Governance Structure for 2024/2025 comprising of the Council bodies directly appointed by the Council only in being either decision-making bodies discharging Council functions or working groups which report and/or act in a formal advisory capacity to such decision-making bodies is set out at **Appendix 1** to this report.
- 4.2 Council bodies directly facilitated by the Council in being non-decision making bodies acting in an informal advisory capacity and whose membership extends to the public, other organisations and stakeholders (i.e. to exchange wider views and ideas that may influence the Council's policies and its decision making-process, or jointly-undertake work to achieve common strategic objectives) are not included in this diagram so as not to conflate the important differentiation as maintained in the Council's Constitution in governance terms.