



AGENDA

For the Council meeting to be held on
Wednesday 14 May 2014.

Timothy Wheadon, Chief Executive



NOTICE OF MEETING

Council

Wednesday 14 May 2014, 7.30 pm

Council Chamber, Fourth Floor, Easthampstead House, Bracknell

To: The Council

Councillor Mrs Angell (Mayor), Councillor Kendall (Deputy Mayor),
Councillors Allen, Angell, Baily, Mrs Barnard, Dr Barnard, Bettison, Birch, Mrs Birch,
Blatchford, Brossard, Ms Brown, Brunel-Walker, Davison, Dudley, Finch, Finnie, Gbadebo,
Mrs Hamilton, Harrison, Mrs Hayes, Ms Hayes, Heydon, Kensall, Leake, McCracken,
Mrs McCracken, McLean, Ms Miller, Mrs Phillips, Mrs Pile, Porter, Sargeant, Mrs Temperton,
Thompson, Turrell, Virgo, Wade, Ward, Ms Wilson and Worrall

TIMOTHY WHEADON
Chief Executive

EMERGENCY EVACUATION INSTRUCTIONS

- 5 If you hear the alarm, leave the building immediately.
- 6 Follow the green signs.
- 7 Use the stairs not the lifts.
- 8 Do not re-enter the building until told to do so.

If you require further information, please contact: Jemma Durkan
Telephone: 01344 352209
Email: jemma.durkan@bracknell-forest.gov.uk
Published: 6 May 2014



Council

Wednesday 14 May 2014, 7.30 pm

**Council Chamber, Fourth Floor, Easthampstead House,
Bracknell**

Sound recording, photographing, filming and use of social media at meetings which are held in public are permitted subject to the provisions of the Council's protocol for recording. Those wishing to record proceedings at a meeting are advised to contact the Head of Democratic & Registration Services or Democratic Services Officer named as the contact for further information on the front of this agenda as early as possible before the start of the meeting so that arrangements can be discussed and the agreement of the Chairman can be sought.

AGENDA

Page No

The meeting will be opened with prayers by the Mayor's Chaplain

1. **Apologies for Absence**

2. **Declarations of Interest**

Any Member with a Disclosable Pecuniary Interest or an Affected Interest in a matter should withdraw from the meeting when the matter is under consideration and should notify the Democratic Services Officer in attendance that they are withdrawing as they have such an interest. If the Interest is not entered on the register of Members interests the Monitoring Officer must be notified of the interest within 28 days.

3. **Election of the Mayor of the Borough of Bracknell Forest for the 2014/15 Municipal Year**

Following the election the Mayor will make the Declaration of Office.

4. **Vote of thanks to the retiring Mayor**

5. **Response by the Immediate Past Mayor**

6. **Appointment of the deputy Mayor of the Borough of Bracknell Forest for the 2014/15 Municipal Year**

7. **Mayor's Announcements**

8. **Appointments by the Leader of the Council**

This report asks the Council to note:

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(a) the Members appointed by the Leader to serve on the Executive for the 2014/15 Municipal Year;

(b) the appointment of Executive Committees, Sub-Committees and Advisory Panels; and

(c) the appointments by the Leader to external organisations.

9. **Establishment of Committees and associated matters**

This report asks Council to agree:

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- a) the establishment and membership of committees;
- b) appointments to external organisations; and
- c) the appointment of Council Champions.

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TO: ANNUAL COUNCIL
14 MAY 2014

**APPOINTMENTS AND DELEGATIONS BY THE LEADER OF THE COUNCIL
FOR THE 2014/2015 MUNICIPAL YEAR
Director of Corporate Services – Democratic & Registration Services**

1 PURPOSE OF REPORT

- 1.1 This report presents to the Council appointments and delegations by the Leader of the Council for the forthcoming Municipal Year. Where there are changes to the current delegations, the Constitution will be amended accordingly.

2 SUPPORTING INFORMATION

- 2.1 At the Annual Council meeting on 25 May 2011 Councillor Bettison was elected as Leader of the Council for a four year term, 2011-2015.
- 2.2 The Leader of the Council has authority to:
- determine the number and scope of Executive portfolios;
 - make appointments to the Executive;
 - appoint Executive Committees; determine their terms of reference and constitution; and appoint Executive Members to them;
 - determine the nature and extent of any delegation of Executive functions to any other authority or any joint arrangements, and appoint Members to any joint committee;
 - make appointments to advisory panels and sub-groups of the Executive; and
 - make appointments to external organisations whose functions are the sole responsibility of the Executive.

Executive Members

- 2.3 The Leader has appointed Executive Members with portfolios as set out below. Information regarding each Executive Member, including their wards and contact details, is available on the Council's website www.bracknell-forest.gov.uk.

Councillor	Portfolio
Councillor Dr Barnard	Children, Young People and Learning
Councillor Bettison	Council Strategy and Community Cohesion (Leader of the Council and Chairman of the Executive)
Councillor Birch	Adult Services, Health and Housing

Unrestricted

	(Deputy Leader of the Council)
Councillor Brunel-Walker	Economic Development and Regeneration
Councillor Mrs Hayes	Environment
Councillor McCracken	Culture, Corporate Services and Public Protection
Councillor Turrell	Planning and Transport
Councillor Ward	Transformation and Finance (Vice-Chairman of the Executive)

- 2.4 The portfolios of executive responsibilities for each Executive Member are included in Part 2, Section 5 of the Council's Constitution.

Executive Committees

- 2.5 The terms of reference of Executive Committees appointed by the Leader are set out in Part 2, Section 5 of the Council's Constitution, including joint committees exercising executive functions.

Appointments to Committees, advisory panels and sub-groups of the Executive

- 2.6 A template setting out proposed committees, sub-committees, steering groups, advisory groups and panels is set out at Appendix A. The appointments made by the Leader to each executive body will be circulated in advance of the meeting.

Appointments to external organisations

- 2.7 A template setting out the external organisations to which appointments will be made is set out at Appendix B. The appointments made by the Leader to each relevant organisation will be circulated in advance of the meeting.

3 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 3.1 Nothing to add to the report.

Borough Treasurer

- 3.2 There are no additional revenue implications arising from the above recommendations.

Equalities Impact Assessment

- 3.3 Not relevant to this report.

Strategic Risk Management Issues

- 3.4 Not relevant to this report,

4 CONSULTATION

Principal Groups Consulted

4.1 None.

Method of Consultation

4.2 Not applicable.

Representations Received

4.3 Not applicable.

Background Papers

None

Contact for further information

Ann Moore, Democratic & Registration Services - 01344 352260

ann.moore@bracknell-forest.gov.uk

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Membership of the Executive, Overview & Scrutiny, Regulatory Committees and Other Committees 2014/15



Mayor:
Deputy Mayor:

Leader of the Council: Councillor Bettison
Deputy Leader of the Council: Councillor Birch

Key: Committee appointed by	
	Council / relevant Committee
	the Leader
	O&S Commission

Executive Members

Councillor Dr Barnard	Executive Member for Children, Young People and Learning
Councillor Bettison	Executive Member for Council Strategy and Community Cohesion (Leader of the Council and Chairman of the Executive)
Councillor Birch	Executive Member for Adult Services, Health and Housing (Deputy Leader of the Council)
Councillor Brunel-Walker	Executive Member for Economic Development and Regeneration
Councillor Mrs Hayes	Executive Member for the Environment
Councillor McCracken	Executive Member for Culture, Corporate Services and Public Protection
Councillor Turrell	Executive Member for Planning and Transport
Councillor Ward	Executive Member for Transformation and Finance (Vice-Chairman of the Executive)

Council Champions

Commuters' Champion	Councillor Harrison
Corporate Business Champion	Councillor Heydon
Older People's Champion	Councillor Thompson
Small Business Champion	Councillor Wade
Voluntary Sector Champion	Councillor Finnie

Overview and Scrutiny

Overview & Scrutiny Commission (13 Councillors)	Adult Social Care & Housing Overview & Scrutiny Panel (9 Councillors)	
<p>Conservative (11)</p> <p>Labour (1) Ms Brown</p> <p>UKIP (1) Sargeant</p>	<p>Conservative (8)</p> <p>Labour (1) Mrs Temperton</p>	
<p>Substitute Members</p> <p>Conservative (5)</p> <p>Labour (1) Mrs Temperton</p> <p>UKIP (1) Mrs Pile</p>	<p>Substitute Members</p> <p>Conservative (3)</p>	<p>Labour (1) Ms Brown</p>
<p>Church Representatives (2) Reverend Nick Parish (voting) Vacancy (voting)</p>		
<p>Parent Governor Representatives (2) Mr R Briscoe (voting) Ms L Wellsteed (voting)</p>		

<p>Children, Young People & Learning Overview & Scrutiny Panel (9 Councillors)</p> <p>Conservative (8)</p> <p>Labour (1) Mrs Temperton</p> <p>Substitute Members Conservative (4)</p> <p>Labour (1) Ms Brown</p> <p>Church Representatives (2) Reverend Nick Parish (voting) Vacancy (voting)</p> <p>Parent Governor Representative (2) Mr R Briscoe (voting) Ms L Wellsted (voting)</p> <p>Teacher Representative (1) Miss V Richardson (non-voting)</p> <p>Social Care Representatives (1) Catherine Barrett (non voting)</p>	<p>Environment, Culture & Communities Overview & Scrutiny Panel (9 Councillors)</p> <p>Conservative (8)</p> <p>Labour (1) Ms Brown</p> <p>Substitute Members Conservative (5)</p> <p>Labour (1) Mrs Temperton</p>
<p>Health Overview & Scrutiny Panel (9 Councillors)</p> <p>Conservative (8)</p> <p>Labour (1) Mrs Temperton</p> <p>Substitute Members Conservative (4)</p> <p>Labour (1) Ms Brown</p> <p>Co-opted Representative (1) Dr Norman (non voting)</p>	

Regulatory Committees

<p>Appeals Committee (5 Councillors)</p> <p>Conservative (4) UKIP (1) Sargeant</p> <p>Substitute Members</p> <p>Conservative (5) UKIP (1) Mrs Pile</p>	<p>Education Governor Appointments Committee (5 Councillors)</p> <p>Conservative (4) UKIP (1) Sargeant</p> <p>Substitute Members</p> <p>Conservative (4) UKIP (1) Mrs Pile</p>
<p>Education Employment Sub Committee of Employment Committee (6 Councillors)</p> <p>Conservative (5) Labour (1) Mrs Temperton</p> <p>Substitute Members</p> <p>Conservative (5) Labour (1) Ms Brown</p>	<p>Employment Committee (9 Councillors)</p> <p>Conservative (8) Labour (1) Mrs Temperton</p> <p>Substitute Members</p> <p>Conservative (5) Labour (1) Ms Brown</p>
<p>Governance & Audit Committee (8 Councillors)</p> <p>Conservative (7) Labour (1) Ms Brown</p> <p>Substitute Members</p> <p>Conservative (5) Labour (1) Mrs Temperton</p> <p>Independent Member Mr G Anderson</p>	<p>Personnel Appeals Panel – Sub Committee of Employment Committee (4 Councillors)</p> <p>Any four of the Employment Committee who are available on the day.</p>

<p>Licensing and Safety Committee (15 Councillors)</p> <p>Conservative (13)</p> <p>Labour (1) Mrs Temperton</p> <p>UKIP (1) Mrs Pile</p>	<p>Licensing Panel – Sub Committee of Licensing and Safety Committee (3 Councillors)</p> <p>Any three councillors drawn, as required, from the Membership of the Licensing and Safety Committee.</p> <p>Chairs of Panels:</p> <p>Any Councillor who has completed Chairman training drawn, as required, from the Membership of the Licensing and Safety Committee.</p>
<p>Planning Committee (19 Councillors)</p> <p>Conservative (18)</p> <p>Labour (1) Ms Brown</p> <p>UKIP (1) Vacancy</p>	

<p>Parish & Town Council Liaison Group (3 Councillors)</p> <p>Conservative (3)</p> <p>Representatives to be confirmed: Crowthorne Parish (2) Sandhurst Town (2) Parish Substitutes (2) Edgbarrow School (2) Sandhurst School (2)</p>	<p>School & Children Centre Performance Advisory Panel (5 Councillors)</p> <p>Conservative (5)</p> <p>Substitute Members Conservative (5)</p>
<p>Secure Accommodation Review Panel (Executive Member)</p> <p>Executive Member for Children, Young People and Learning (Dr Barnard), a suitably qualified Social Services officer and an independent person, appointed by the Director of Children, Young People and Learning.</p>	<p>Standards Committee Advisory Committee of Governance & Audit Committee (3 Councillors)</p> <p>Conservative (2) UKIP (1) Mrs Pile</p> <p>Non Council Members (4)</p> <p>Mr G Anderson (Chairman Elect) Mr D St. John Jones Mrs H Quillish Mr M Squire</p> <p>Independent Person (1) Dr L Lee</p> <p>Reserve Independent Person (1) Mr E Hopkin</p> <p>Parish / Town Council Member (1) Crowthorne Parish Council – <i>To be advised</i></p>
<p>Standing Advisory Council on Religious Education (SACRE) (5 Councillors)</p> <p>Conservative (5)</p>	

Portfolio Review Groups

Care Portfolio Review Group	Community Portfolio Review Group
Environment Portfolio Review Group	Finance Portfolio Review Group

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Body	Appointed by	Page
Bracknell Forest Access Group	The Leader	6
Adult Social Care Overview & Scrutiny Panel	O&S Commission	2
Appeals Committee	Council	4
Bracknell Town Centre Regeneration Committee	The Leader	6
Care Portfolio Review Group	The Leader	9
Children, Young People & Learning Overview & Scrutiny Panel	O&S Commission	3
Community Portfolio Review Group	The Leader	9
Corporate Parenting Advisory Panel	The Leader	6
Crowthorne Enterprise Centre Advisory Group	The Leader	6
Edgbarrow & Sandhurst Sports Centre Management Committee	The Leader	6
Education Employment Sub Committee of the Employment Committee	Committee	4
Education Governor Appointments Committee	Council	4
Electoral Review Steering Group	Council	6
Employment Committee	Council	4
Environment Portfolio Review Group	The Leader	9
Environment, Culture and Communities Overview & Scrutiny Panel	O&S Commission	3
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Health Overview & Scrutiny Panel	O&S Commission	3
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School & Children Centre Performance Advisory Panel	The Leader	8
Secure Accommodation Review Panel	The Leader	8
Standards Committee Advisory Committee	Committee	8
Standing Advisory Council on Religious Education (SACRE)	The Leader	8

External Organisations 2014/15



Key: Appointed by	
	Council
	the Leader

	BODY	REPRESENTATION REQUIREMENTS	COUNCILLOR
1	Age UK Berkshire	1 Trustee	
2	Age Concern Bracknell	1 Trustee	
3	Berkshire Association of Clubs for Young People	1 Representative	
4	Berkshire Community Foundation	1 Representative	
5	Berkshire Healthcare NHS Foundation Trust	1 Representative	
6	Berkshire Joint Adoption Panel	1 Member	
7	Berkshire Local Transport Board	Executive Member for Economic Development and Regeneration Commuters' Champion as named substitute	
8	Berkshire Maestros (formerly Berkshire Young Musicians' Trust)	1 Trustee	
9	Berkshire Pension Fund Advisory Panel	1 Member	
10	Berkshire Records Office Working Group	1 Representative	
11	Berkshire Strategic Transport Members' Forum	Executive Member for Economic Development and Regeneration Commuters' Champion as named substitute	
12	Binfield Badger Group - Management Committee	1 Representative	
13	Birch Hill Community Association	1 Representative	
14	Blackwater Valley Advisory Committee for Public Transport	1 Representative	
15	Bracknell & District Citizens Advice Bureau	1 Representative	
16	Bracknell & District Victim Support Scheme	1 Representative	

	BODY	REPRESENTATION REQUIREMENTS	COUNCILLOR
17	Bracknell Forest Fostering Panel	1 Member	
18	Bracknell Forest Homes – General Meetings	1 Representative (either an officer or a Member)	
19	Bracknell Forest Homes Board	1 Representative	
20	Bracknell Forest Voluntary Action Management Committee	1 Representative	
21	Bracknell Forest Voluntary Action Board	2 Representatives	
22	Bracknell Shopmobility	2 Representatives	
23	Bracknell Town Council Environment & Safety Committee	1 Representative	
24	Bracknell Voluntary Car Service	1 Representative	
25	Bullbrook Community Association	1 Representative	
26	Children and Young People's Partnership Board	Executive Member for Children, Young People & Learning	
27	Climate Change Partnership	1 Representative	
28	Climate Berkshire	Executive Member for the Environment	
29	Communities and Local Government Heritage Champion	1 Member	
30	Community Partnership Forum (Bracknell, Ascot, Windsor and Maidenhead)	1 Representative	
31	Community Safety Partnership	Executive Member for Culture, Corporate Services and Public Protection Leader of Opposition or representative 1 Representative	
32	Community Safety Partnership Executive	Executive Member for Culture, Corporate Services and Public Protection	
33	Crown Wood Community Association	1 Representative	
34	Easthampstead & Wildridings Community Association	1 Representative	

BODY	REPRESENTATION REQUIREMENTS	COUNCILLOR
35	Economic and Skills Development Partnership	Executive Member for Economic Development and Regeneration Small Business Champion
36	Farley Wood Community Association	1 Representative
37	Federation of Burial Cremation Authorities	1 Representative
38	Forest Park Community Association	1 Representative
39	Great Hollands Community Association	1 Representative
40	Hanworth Community Association	1 Representative
41	Heatherwood and Wexham Park Hospitals NHS Foundation Trust	1 Governor
42	Heathrow Airport Consultative Committee	1 Representative 1 Deputy
43	Homestart – Bracknell Forest	1 Representative
44	Improvement and Efficiency South East (iESE)	1 Director 1 Member
45	Jennetts Park Community Association	1 Representative
46	Joint Waste Disposal Board (Bracknell Forest, Wokingham and Reading)	2 Members
47	Keep Mobile County Tours Ltd	1 Trustee
48	Local Government Association	Leader of the Council Executive Member for Transformation and Finance Minority Group Leader 1 Observer
49	Local Government Association Rural Commission	2 Representatives
50	Local Government Association Urban Commission	2 Representatives
51	Local Government Information Unit Management Committee	1 Representative 1 Reserve

	BODY	REPRESENTATION REQUIREMENTS	COUNCILLOR
52	Martins Heron and the Warren Community Association	1 Representative	
53	National Housing & Town Planning Council Southern Regional Executive	1 Trustee 1 Reserve	
54	North Ascot Community Association	1 Trustee	
55	Older Peoples' Partnership	Executive Member for Adult Services, Health and Housing Older People's Champion	
56	Over 50s Forum	1 Member	
57	Owlsmoor Community Centre	1 Representative	
58	Parents and Children Together	1 Representative	
59	Police and Crime Panel	1 Representative	
60	Priestwood Community Association	1 Representative	
61	Relate	1 Representative	
62	Royal Berkshire Fire Authority	3 Members <i>(Appointments to the Fire Authority are subject to section 15 of the Local Government & Housing Act 1989 [political balance])</i>	Councillors Dudley, McCracken and Ward <i>(Term of Office expires May 2015)</i>
63	Royal British Legion (Bracknell Branch) (Service and Welfare Committee)	1 Representative	
64	Sandhurst Day Centre Association	1 Representative	
65	South East Employers	2 Representatives 2 Reserves	
66	South East England Councils	1 Representative 1 Reserve	
67	South East Reserve Forces' and Cadets' Association	1 Representative	

BODY	REPRESENTATION REQUIREMENTS	COUNCILLOR
68	South Hill Park Trust Board	<p>Councillor Mrs Hayes <i>(Term of office expires November 2015 AGM)</i></p> <p>Councillor Baily <i>(Term of office expires November 2016 AGM)</i></p> <p>Councillors Kendall and Mrs McCracken <i>(Term of office expires November 2017 AGM)</i></p>
69	Standing Conference for Archives	1 Representative
70	Thames Valley Berkshire City Deal Joint Committee	<p>1 Representative</p> <p>1 Substitute</p>
71	Thames Valley Berkshire Local Enterprise Partnership	Executive Member for Economic Development and Regeneration
72	Thames Basin Heaths Joint Strategic Partnership Board	1 Representative from each of the 13 Local Authorities which deal with nature conservation issues around the Thames Basin Heaths
73	The Parks Community Association	3 Representatives
74	Voluntary Sector Compact Implementation Group	3 Members

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**TO: ANNUAL COUNCIL
14 MAY 2014**

**ESTABLISHMENT OF COMMITTEES AND ASSOCIATED MATTERS
Director of Corporate Services – Democratic and Registration Services**

1 PURPOSE OF REPORT

- 1.1 This report sets out the position regarding the overall allocation of seats on committees. The Council is asked to agree the establishment of committees, and the appointment of Members to serve on committees and other bodies.
- 1.2 The Council is required to determine the allocation of committee seats to party groups and then to appoint to those seats in accordance with the wishes of each party group on the Council. The bodies to be appointed to are set out in Appendix A of agenda item 8. The nominations from the Labour and UKIP Groups are included in Appendix A and those for the Conservative Group will be circulated in advance of the meeting.

2 RECOMMENDATIONS

2.1 The Council is asked to agree:

- (i) the establishment of ordinary committees, their size and allocation of seats to political groups, as set out in paragraph 6.1 of the report;**
- (ii) the establishment of the Overview and Scrutiny Commission and the Standards Committee, their size and allocation of seats to political groups, agreeing a local variation to the proportionality rules, as set out in paragraph 6 of the report;**
- (iii) the membership of each committee, in accordance with the wishes of the political groups (to be circulated in advance of the meeting);**
- (iv) appointments to external organisations (to be circulated in advance of the meeting);**
- (v) the appointment of Council Champions (to be circulated in advance of the meeting), in accordance with Part 1 Section 7 of the Constitution;**

3 REASONS FOR RECOMMENDATIONS

- 3.1 A review of the allocation of committee seats to party groups is conducted each year at the Annual Meeting of the Council, in accordance with the Local Government (Committees and Political Groups) Regulations 1990.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 The report reflects the Leader's recommendations for the allocation of seats on committees which comply with the political proportionality rules and the Council's previously agreed formula for the allocation of seats on overview and scrutiny.

5 SUPPORTING INFORMATION

Background

- 5.1 The Council last reviewed its proportionality calculations and committee membership on 27 November 2013 following the formation of a third political group on the Council.
- 5.2 As a result the political balance of the Council is as follows:

Group	Number of Councillors	Proportionality
Conservative Group	38	90.48%
Labour Group	2	4.76%
United Kingdom Independence Party Group (UKIP)	2	4.76%
	42	100%

Political balance requirements

- 5.3 The Local Government and Housing Act 1989 requires the Council to allocate seats on ordinary and overview and scrutiny committees to political groups for the forthcoming municipal year, in accordance with the size of each group on the Council as a whole, unless alternative arrangements are notified to all Members and agreed without any Councillor voting against them.
- 5.4 The Council is also required to make appointments to committees in accordance with the wishes of the political group to which each seat has been allocated. The allocation exercise for the Overview and Scrutiny Commission and the Licensing and Safety Committee has been separated from that for the other committees as these are not ordinary committees in the sense of the Local Government and Housing Act 1989 and therefore have not been aggregated together in the 'basket' of seats.
- 5.5 The Local Government and Housing Act 1989 introduced provisions in order to ensure that the political balance on committees reflects the political complexion of the Council. In order to achieve this, the Council is required to observe the following principles as far as is reasonably practicable:
- (a) that not all seats on the committee are allocated to the same political group;
 - (b) that the majority of seats on each Committee should be allocated to a particular political group if the number of members of the group is a majority of the authority's membership;
 - (c) subject to paragraphs (a) and (b) above, that the total number of all seats allocated to each political group on ordinary committees should reflect the political balance of the Council; and

Unrestricted

(d) subject to paragraphs (a) to (c) above, that the number of seats on each committee allocated to each political group should reflect the political balance of the Council.

5.6 Principles (a), (b) and (d) apply to all appointments to the authority's own committees and sub-committees and to certain outside bodies. However, principle (c) only relates to appointments to the 'ordinary' committees of the Council.

6 ALLOCATION OF SEATS ON ORDINARY COMMITTEES

6.1 The table below sets out the proposed allocation of seats and the effect of applying the political proportionality calculations for ordinary committees.

Committee	Number of seats	Conservative	Labour	UKIP
Appeals Committee	5	4	0	1
Employment Committee	9	8	1	0
Governance and Audit Committee	8	7	1	0
Governor Appointments Committee	5	4	0	1
Planning Committee	20	18	1	1
Total allocation of places	47	41	3	3
To achieve political proportionality	47	43	2	2

6.2 In order to comply with principle (a) above the Labour and UKIP Groups each have one more seat than they would be entitled to under rule (d) – rule (a) taking precedence over rule (d).

Licensing and Safety Committee

6.3 There are a further 15 seats on the Licensing and Safety Committee, which is the Council's Licensing Committee for the purposes of the Licensing Act 2003. As such it is not an ordinary committee in the sense of the Local Government and Housing Act 1989 and, although it must be politically proportionate, it has not been included in the 'basket' of seats for the purposes of the overall allocation of seats on committees, but is shown separately below:

Conservative Group 13; Labour Group 1; UKIP Group 1

Overview and Scrutiny Commission

6.4 There are a further 13 seats on the Overview and Scrutiny Commission. Although the allocation of seats to the Overview and Scrutiny Commission must be politically proportionate this is not an ordinary committee and should not be aggregated together with the seats of ordinary committees for the purposes of the allocation of seats to party groups by the Council under section 15(5)(c) of the Local Government and Housing Act 1989, i.e. principles (a), (b), and (d) apply but not (c).

6.5 Since May 2003 the Council has agreed to allocate seats on the Overview and Scrutiny Commission having regard to the proportion of seats held by the non-executive Members of the Council. This process has been followed in calculating seats on the Commission and Panels for the purposes of this review. Such a departure from the normal rules of proportionality is permitted by the Regulations if notice is given of the proposal in the agenda and if it is approved by the Council with no Member voting against. If any Member votes against the proposal then the normal proportionality rules would be applied.

6.6 The proportionality calculation for the 13 seats is:

Conservative Group 11; Labour 1; UKIP 1

Sub-committees

6.7 Committees are also required to observe political proportionality when setting the membership of sub-committees. The current allocation of sub-committee seats is set out below. There will be a meeting of each committee immediately following this Council meeting to establish their sub-committees. In law the Overview and Scrutiny Panels are sub-committees of the Overview and Scrutiny Commission.

Overview & Scrutiny Panels/Sub-Committees	Number of seats	Conservative	Labour	UKIP
Adult Social Care & Housing OSP	9	8	1	0
Children, Young People & Learning OSP	9	8	1	0
Environment, Culture & Communities OSP	9	8	1	0
Health OSP	9	8	1	0
Education Employment Sub-Committee	6	5	1	0

Advisory committees and other bodies

6.8 The Standards Committee is an Advisory Committee of the Governance and Audit Committee and as such is required to be politically balanced. The current allocation of seats is proportionate:

Conservative 2; Labour 0; UKIP 1

6.9 The Independent Members plus the Parish Representative on the Standards Committee outnumber the councillors and deprive the majority group of a majority on the Committee. This departure from the normal rules of proportionality is permitted by the Regulations if notice is given of the proposal in the agenda and if it is approved by the Council with no Member voting against.

Membership of committees and other bodies

6.10 A template setting out proposed committees, sub-committees, steering groups, advisory groups and panels is set out in Appendix A of agenda item 8. The Labour

and UKIP nominations for membership to each body are included and the Conservative nominations will be circulated in advance of the meeting.

Membership of external organisations

- 6.11 A template setting out the external organisations, to which appointments will be made is set out in Appendix B of agenda item 8. Nominations to each organisation will be circulated in advance of the meeting.

7 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 7.1 Nothing to add to the report.

Borough Treasurer

- 7.2 There are no additional revenue implications arising from the above recommendations.

Equalities Impact Assessment

- 7.3 Not relevant to this report.

Strategic Risk Management Issues

- 7.4 Not relevant to this report.

8 CONSULTATION

Principal Groups Consulted

- 8.1 Party Group Leaders

Method of Consultation

- 8.2 Discussion

Representations Received

- 8.3 Not applicable

Background Papers

None

Contact for further information

Ann Moore, Head of Democratic and Registration Services - 01344 352260
ann.moore@bracknell-forest.gov.uk

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