



AGENDA

For the Annual Council meeting to be held
on Wednesday 18 May 2016.

Timothy Wheadon, Chief Executive



NOTICE OF MEETING

Annual Council

Wednesday 18 May 2016, 7.30 pm

Council Chamber, Fourth Floor, Easthampstead House, Bracknell

To: The Council

Councillor Mrs Hamilton (Mayor), Councillor Virgo (Deputy Mayor),
Councillors Allen, Mrs Angell, Angell, Dr Barnard, Bettison, D Birch, Mrs Birch, G Birch,
Brossard, Brunel-Walker, Dudley, Finch, Finnie, Ms Gaw, Harrison, Mrs Hayes MBE,
Ms Hayes, Heydon, Hill, Mrs Ingham, King OBE, Leake, McCracken, Mrs McCracken,
Mrs McKenzie, Mrs McKenzie-Boyle, McLean, Mrs Mattick, Ms Merry, Ms Miller, Peacey,
Phillips, Porter, Skinner, Mrs Temperton, Thompson, Tullett, Turrell, Wade 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: Kirsty Hunt
Telephone: 01344 353108
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Published: 10 May 2016



Council

Wednesday 18 May 2016, 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. Those wishing to record proceedings at a meeting are however advised to contact the 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 any special arrangements can be made.

AGENDA

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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 2016/17 Municipal Year**

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 2016/17 Municipal Year**

7. **Mayor's Announcements**

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

This report asks the Council to note:

- a) the Members appointed by the Leader to serve on the Executive for the 2016/17 Municipal Year;
- b) the appointment of Executive Committees, Sub-Committees and Advisory Panels; and
- c) the appointments by the Leader to external organisations

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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;
- c) the appointment of Council Champions.

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**TO: ANNUAL COUNCIL
18 MAY 2016**

**APPOINTMENTS AND DELEGATIONS BY THE LEADER OF THE COUNCIL
FOR THE 2016/2017 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 27 May 2015 Councillor Bettison was elected Leader of the Council for a four year term, 2015-2019.

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 (Vice-Chairman of the Executive)
Councillor Bettison	Council Strategy and Community Cohesion (Leader of the Council and Chairman of the Executive)

Councillor Birch	Adult Services, Health and Housing (Deputy Leader of the Council)
Councillor Brunel-Walker	Economic Development and Regeneration
Councillor Mrs Hayes	Environment
Councillor Heydon	Transformation and Finance
Councillor McCracken	Culture, Corporate Services and Public Protection
Councillor Turrell	Planning and Transport

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

2.5 The Leader has amended the Transformation and Finance portfolio to clarify what is meant by the term 'major contracts'. The portfolio has been amended to read "Capital Projects valued in excess of £1m".

Executive Committees

2.6 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

2.7 A template setting out proposed committees, sub-committees, steering groups, advisory groups and panels is set out at Appendix A.

Appointments to external organisations

2.8 A template setting out the external organisations to which appointments will be made is set out at Appendix B.

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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ANNEXE A

Membership of the Executive, Overview & Scrutiny, Regulatory Committees and Other Committees 2016/17

Mayor: Councillor Virgo

Deputy Mayor: Councillor Mrs McKenzie-Boyle

Leader of the Council: Councillor Bettison

Deputy Leader of the Council: Councillor D 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 (Vice-Chairman of the Executive)
Councillor Bettison	Executive Member for Council Strategy and Community Cohesion (Leader of the Council and Chairman of the Executive)
Councillor D 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 MBE	Executive Member for the Environment
Councillor Heydon	Executive Member for Transformation and Finance
Councillor McCracken	Executive Member for Culture, Corporate Services and Public Protection
Councillor Turrell	Executive Member for Planning and Transport

Council Champions

Business Champion	Councillor Wade
Commuters' Champion	Councillor Harrison
Older People's Champion	Councillor Thompson
Voluntary Sector Champion	Councillor Finnie
Champion	Vacancy

Overview and Scrutiny

Overview & Scrutiny Commission (13 Councillors)	Adult Social Care & Housing Overview & Scrutiny Panel (9 Councillors)
<p data-bbox="97 304 336 338">Conservative (12)</p> <p data-bbox="523 304 711 365">Labour (1) Mrs Temperton</p> <p data-bbox="97 763 368 824">Substitute Members Conservative (5)</p> <p data-bbox="97 949 464 1043">Church Representatives (2) Vacancy (voting) Vacancy (voting)</p> <p data-bbox="97 1077 580 1171">Parent Governor Representatives (2) Mr R Briscoe (voting) Ms L Wellsted (voting)</p>	<p data-bbox="799 304 1023 338">Conservative (8)</p> <p data-bbox="1241 304 1433 365">Labour (1) Mrs Temperton</p> <p data-bbox="799 763 1070 824">Substitute Members Conservative (5)</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 (5)</p> <p>Church Representatives (2) Vacancy (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) Miss C Barrett (non voting)</p>	<p>Environment, Culture & Communities Overview & Scrutiny Panel (9 Councillors)</p> <p>Conservative (9)</p> <p>Substitute Members Conservative (5)</p>
<p>Health Overview & Scrutiny Panel (9 Councillors)</p> <p>Conservative (8)</p> <p>Labour (1) Mrs Temperton</p> <p>Substitute Members Conservative (5)</p> <p>Co-opted Representative (1) Dr Norman (non voting)</p> <p>Local Healthwatch Bracknell Forest Observer (1) Mark Sanders (non voting)</p>	

<p>Governance & Audit Committee (8 Councillors)</p> <p>Conservative (7)</p> <p>Labour (1) Mrs Temperton</p> <p>Substitute Members Conservative (5)</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 (15)</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 (19)</p>	

<p>Electoral Review Steering Group (4 Councillors)</p> <p>Conservative (3)</p> <p>Substitute Members Conservative (5)</p>	<p>Executive Committee – Contracts/Finance (4 Executive Members)</p> <p>Councillors</p> <p>Substitute Members Any Member of the Executive who, in the absence of an appointed Member, is nominated by that Member to serve on the Committee.</p>
<p>Health & Safety Panel (1 Councillor)</p> <p>Conservative (1)</p> <p>Substitute Member Conservative (1)</p>	
<p>Health and Wellbeing Board (2 Councillors)</p> <p>Conservative (2)</p> <p>Berkshire Care Association Fidelma Tinneney</p> <p>Bracknell Forest & Ascot Clinical Commissioning Group Mary Purnell Dr William Tong</p> <p>Berkshire Healthcare NHS Foundation Trust Alix Gild</p> <p>Bracknell Forest Council Chief Executive, Bracknell Forest Council Director of Adult Social Care, Health & Housing Director of Children, Young People & Learning Strategic Director of Public Health</p> <p>Bracknell Forest Homes Linda Wells</p> <p>Frimley Health NHS Foundation Trust Jane Hogg</p> <p>Involve Philip Cook</p> <p>South Central Sub Region NHS Rachel Pearce</p> <p>Local Healthwatch Mark Sanders</p> <p>NHS England South Central Region Hilary Turner</p>	

<p>Local Plan Working Group (7 Councillors)</p>	<p>Local Countryside Access Forum (2 Councillors)</p>
<p>Local Joint Committee Consultative Committee of Employment Committee (4 Councillors)</p> <p>Conservative (4)</p> <p>Staff side representatives David Allais (Unison) Lorna Cameron (Unison) Nikki Dancey (GMB)</p> <p>Substitute Members Conservative (2)</p>	<p>Member Development Charter Steering Group (8 Councillors meeting with appropriate Officers)</p> <p>Conservative (8)</p> <p>Substitute Members Conservatives (3)</p>
<p>Parish & Town Council Liaison Group (3 Councillors)</p> <p>Conservative (3)</p> <p>Two representatives from each of the following: Bracknell Town Council Binfield Parish Council Crowthorne Parish Council Sandhurst Town Council Warfield Parish Council Winkfield Parish Council</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, 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 (3)</p> <p>Non Council Members (4)</p> <p>Mr G Anderson (Chairman) Mr D St. John Jones Mrs H Quillish To be advised</p> <p>Parish / Town Council Member (1)</p> <p>Bracknell Town Council – Cllr M Phillips</p> <p>Independent Person (1) Dr L Lee</p> <p>Reserve Independent Person (1) Mr E Hopkin</p>
<p>Standing Advisory Council on Religious Education (5 Councillors)</p> <p>Conservative (5)</p>	<p>Standards Framework Working Group (5 Councillors)</p> <p>Conservative (4) Labour (1) Mrs Temperton</p> <p>Co-Optee Mr G Anderson</p>

Portfolio Review Groups

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

ANNEXE B External Organisations 2016/17

Key: Appointed by	
	Council
	the Leader

	BODY	REPRESENTATION REQUIREMENTS	COUNCILLOR
1	Age UK Berkshire	1 Representative	
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	(Term of office ends May 2018)
6	Berkshire Joint Adoption Panel	1 Member	
7	Berkshire Leaders Group	Leader of the Council	
8	Berkshire Local Transport Board	Executive Member for Economic Development and Regeneration Commuters' Champion as named substitute	
9	Berkshire Maestros (formerly Berkshire Young Musicians' Trust)	1 Trustee	
10	Berkshire Pension Fund Advisory Panel	1 Member	
11	Berkshire Record Office Capital Working Group	1 Representative	
12	Berkshire Strategic Transport Members' Forum	Executive Member for Economic Development and Regeneration Commuters' Champion as named substitute	
13	Binfield Badger Group - Management Committee	1 Representative	
14	Birch Hill Community Association	1 Representative	

	BODY	REPRESENTATION REQUIREMENTS	COUNCILLOR
15	Blackwater Valley Advisory Committee for Public Transport	1 Representative	
16	Bracknell & District Citizens Advice Bureau	1 Representative	
17	Bracknell & District Victim Support Scheme	1 Representative	
18	Bracknell and Wokingham College Corporation	1 Representative	(Term of office ends May 2020)
19	Bracknell Forest Fostering Panel	1 Member	
20	Bracknell Forest Homes – General Meetings	1 Representative (either an officer or a Member)	
21	Bracknell Forest Homes Board	1 Representative	(Term of office ends September 2017)
22	Bracknell Shopmobility	2 Representatives	
23	Bracknell Voluntary Car Service	1 Representative	
24	Bullbrook Community Association	1 Representative	
25	Children's Centre Transitional Advisory Board	2 Representatives	(Term of office from September 2016)
26	Children and Young People's Partnership Board	Executive Member for Children, Young People & Learning	
27	Civilian Military Partnership Known as Armed Forces Community Covenant Champion	1 Representative* Currently acting as Chairman	
28	Climate Berkshire	Executive Member for the Environment	
29	Communities and Local Government Heritage Champion	1 Member	
30	Community Safety Partnership	Executive Member for Culture, Corporate Services and Public Protection 2 Representative	
31	Community Safety Partnership Executive	Executive Member for Culture, Corporate Services and Public Protection	
32	Crown Wood Community Association	1 Representative	

BODY	REPRESENTATION REQUIREMENTS	COUNCILLOR
33	Downshire Homes Board Ltd	Executive Member for Adult Social Care, Health & Housing Executive Member for Transformation & Finance
34	Easthampstead & Wildridings Community Association	1 Representative
35	Economic and Skills Development Partnership	Executive Member for Economic Development and Regeneration Business Champion
36	Farley Wood Community Association	1 Representative
37	Federation of Burial Cremation Authorities	1 Representative (Term of office ends May 2017)
38	Frimley Health NHS Foundation Trust Council of Governors	1 Governor
39	Forest Park Community Association	1 Representative
40	Great Hollands Community Association	1 Representative
41	Hanworth Community Association	1 Representative
42	Heathrow Airport Consultative Committee	1 Representative 1 Deputy
43	Heathrow Community Noise Forum	1 Representative 1 Community Representative
44	Homestart – Bracknell Forest	1 Representative
45	Improvement and Efficiency South East (iESE)	1 Director 1 Member
46	Involve Board	1 Representative
47	Jennett’s Park Community Association	1 Representative
48	Joint Waste Disposal Board (Bracknell Forest, Wokingham and Reading)	2 Members

	BODY	REPRESENTATION REQUIREMENTS	COUNCILLOR
49	Keep Mobile Country Tours Ltd	1 Trustee	
50	Local Government Association	Leader of the Council Executive Member for Transformation and Finance 1 Observer	
51	Local Government Information Unit Management Committee	1 Representative 1 Reserve	
52	Martins Heron and the Warren Community Association	1 Representative	
53	North Ascot Community Association	1 Representative	
54	Older Peoples' Partnership	Executive Member for Adult Services, Health and Housing Older People's Champion	
55	Owlsmoor Community Centre	1 Representative	
56	Parents and Children Together	1 Representative	
57	PATROL (Parking And Traffic Regulations Outside London) Adjudication Joint Committee	1 Representative 1 Reserve	
58	Police and Crime Panel	1 Representative	
59	Priestwood Community Association	1 Representative	
60	Relate	1 Representative	
61	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>	<i>(Term of Office expires May 2019)</i>
62	Sandhurst Day Centre Association	1 Representative	

BODY	REPRESENTATION REQUIREMENTS	COUNCILLOR
63	South East England Councils 1 Representative 1 Reserve	
64	South East Reserve Forces' and Cadets' Association 1 Representative	
65	South East Strategic Leaders Leader of the Council	
66	South Hill Park Trust Board 4 Trustees	
67	Standing Conference for Archives 1 Representative	
68	Thames Valley Berkshire City Deal Joint Committee Executive Member for Economic Development and Regeneration 1 Substitute	
69	Thames Valley Berkshire Local Enterprise Partnership Executive Member for Economic Development and Regeneration	
70	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	
71	The Parks Community Association 1 Representative	

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**TO: ANNUAL COUNCIL
18 MAY 2016**

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 Conservative Group is now the only Group on the Council. Nominations from the Conservative Group will be tabled at the meeting.

2 RECOMMENDATIONS

2.1 The Council is asked to agree:

- (i) the establishment of ordinary committees, their size and allocation of seats, agreeing a local variation to the proportionality rules, as set out in paragraph 6 of the report;**
- (ii) the establishment of the Licensing and Safety Committee, the Overview and Scrutiny Commission and the Standards Committee, their size and allocation of seats, 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 Members' wishes;**
- (iv) appointments to external organisations;**
- (v) the appointment of Council Champions, in accordance with Part 1 Section 7 of the Constitution; and**
- (vi) variations to terms of office as set out in paragraph 6.12.**

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 This report reflects the Conservative Group recommendations for the allocation of seats on committees, which require Council agreement to a local variation to the proportionality rules.

5 SUPPORTING INFORMATION

Background

- 5.1 The Bracknell Forest Borough elections took place on 7 May 2015, as a result of which the political balance of the Council is as follows:

	Number of Councillors	Proportionality
Conservative	41	97.62%
Labour	1	2.38%
	<hr/> 42	<hr/> 100%

Political balance requirements

- 5.2 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. 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.
- 5.3 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:
- that not all seats on the committee are allocated to the same political group;
 - 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;
 - 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
 - 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.
- 5.4 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 Conservative Group is now the only political group on the Council. There is one Labour councillor on the Council however it requires two Members to form a Group; as a result Councillor Mrs Temperton is not entitled to any seats on committees as of right. However to give effect to (a) above, one seat on every committee and sub-committee has been offered to Councillor Mrs Temperton. Councillor Mrs Temperton has indicated that she would prefer not to have a seat on every committee/sub-

Unrestricted

committee and has identified those that she would like to sit on. 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 the proposal. If any Member votes against the proposal then the normal proportionality rules will be applied and Councillor Mrs Temperton will have a seat on every committee/sub-committee.

- 6.2 The table below sets out the proposed allocation of seats on ordinary committees. As set out above this proposal represents a local variation to the proportionality rules as every seat on three of the committees is allocated to the same political group.

Committee	Number of seats	Conservative Group	Labour
Appeals Committee	4	4	0
Education Governor Appointments Committee	5	5	0
Employment Committee	9	8	1
Governance and Audit Committee	8	7	1
Planning Committee	18	18	0
Total allocation of places	44	42	2
Overall political balance	44	43	1

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 table above which shows the overall allocation of seats on committees. The proposal for the allocation of seats on this committee also represents a variation to the proportionality rules as Councillor Mrs Temperton would not like a seat and therefore every seat is allocated to the same political group.

Conservative Group 15; Labour 0

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 therefore has not been 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 The proposal for the 13 seats is in accordance with the proportionality rules:

Conservative Group 13; Labour 1

Sub-committees

- 6.6 Committees are also required to observe political proportionality when setting the membership of sub-committees. The proposed allocation of sub-committee seats is set out below.

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

- 6.7 There will be a meeting of each committee immediately following the Annual Council meeting to establish their sub-committees. In law the Overview and Scrutiny Panels are sub-committees of the Overview and Scrutiny Commission.

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 proposed allocation of seats is:

Conservative 3; Labour 0

- 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 of the proposed committees, sub-committees, steering groups, advisory groups and panels is set out in Appendix A of agenda item 8.

Membership of external organisations

- 6.11 A template of external organisations, to which appointments will be made is set out in Appendix B of agenda item 8.
- 6.12 In response to a questionnaire sent to all external organisations the Council has been advised of the following amendments to terms of office for the organisations:
- Term of office for Bracknell & Wokingham College to be for four years therefore currently vacancy when filled will be extended to end May 2020;

- Term of office for Berkshire Healthcare NHS Foundation Trust to be extended to three year term therefore Councillor Mrs Mattick's current term of office to be extended to end May 2018; and
- Term of office for Federation of Burial Cremation Authorities to be extended to three year term therefore Councillor McCracken's current term of office to be extended to end May 2017.

7 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

7.1 The relevant legal issues are identified elsewhere in this 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 Conservative Group and Councillor Mrs Temperton

Method of Consultation

8.2 Discussion

Representations Received

8.3 Outcome of discussions reflected in this report.

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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