

AGENDA

For the Annual Council meeting to be held
on Wednesday 24 May 2017.

Timothy Wheadon, Chief Executive

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NOTICE OF MEETING

Annual Council

Wednesday 24 May 2017, 7.30 pm

Council Chamber, Fourth Floor, Easthampstead House, Bracknell

To: The Council

Councillor Virgo (Mayor), Councillor Mrs McKenzie-Boyle (Deputy Mayor),
Councillors Allen, Mrs Angell, Angell, Dr Barnard, Bettison OBE, D Birch, Mrs Birch, G Birch,
Brossard, Brunel-Walker, Dudley, Finch, Finnie, Ms Gaw, Mrs Hamilton, Harrison,
Mrs Hayes MBE, Ms Hayes, Heydon, Hill, Mrs Ingham, Kennedy, Leake, McCracken,
Mrs McCracken, Mrs McKenzie, McLean, Mrs Mattick, Ms Merry, Ms Miller, Peacey, Phillips,
Porter, Skinner, Mrs Temperton, Thompson, Tullett, Turrell, Wade and Worrall



TIMOTHY WHEADON
Chief Executive

Annual Council
Wednesday 24 May 2017, 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

Members are asked to declare any disclosable pecuniary or affected interests in respect of any matter to be considered at this meeting.

Any Member with a Disclosable Pecuniary 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 Disclosable Pecuniary Interest is not entered on the register of Members interests the Monitoring Officer must be notified of the interest within 28 days.

Any Member with an affected Interest in a matter must disclose the interest to the meeting and must not participate in discussion of the matter or vote on the matter unless granted a dispensation by the Monitoring officer or by the Governance and Audit Committee. There is no requirement to withdraw from the meeting when the interest is only an affected interest, but the Monitoring Officer should be notified of the interest, if not previously notified of it, within 28 days of the meeting.

3. Election of the Mayor of the Borough of Bracknell Forest for the 2017/18 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 2017/18 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 2017/18 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;
- c) the appointment of Council Champions.

**TO: ANNUAL COUNCIL
24 MAY 2017**

**APPOINTMENTS AND DELEGATIONS BY THE LEADER OF THE COUNCIL
FOR THE 2017/2018 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

Unrestricted

	(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 Each Executive portfolio has been amended to include the following responsibility to cover organisations they are invited to attend as a result of their role:

"To represent the Council on, and to liaise with, external organisations delivering services directly impacting on or related to the portfolio for which the Executive Member is responsible"

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.

School Improvement Advisory Board

2.8 At its meeting on 16 March 2017 the School & Children's Centre Performance Advisory Panel proposed to change its format and the Leader has agreed that membership would increase to 6 members with only one Executive member representative. In addition the Chairman of the Children, Young People and Learning Overview and Scrutiny Panel would be appointed as an observer. Briefing reports would be fed through to the Executive from this advisory panel via Overview and Scrutiny. The proposed nominations are set out at Appendix A.

2.9 At its meeting on 4 May 2017 the School & Children's Centre Performance Advisory Panel proposed to change its name to School Improvement Advisory Board. As there is a separate management committee that oversees Children's Centres it was agreed the focus should be on schools and the Leader has agreed to amend the terms of reference to reflect this new remit.

Code of Conduct Working Group

2.10 Following completion of the work of the Standards Framework Working Group a new working group has been created to review the Code of Conduct for Member and Co-opted Members with particular emphasis on the continued inclusion of affected

interests. This new working group called the Code of Conduct Working Group and the proposed nominations are set out at Appendix A.

Appointments to external organisations

- 2.11 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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Membership of the Executive, Overview & Scrutiny, Regulatory Committees and Other Committees 2017/18

Mayor: Councillor Mrs McKenzie-Boyle
Deputy Mayor: Councillor Finch

Leader of the Council: Councillor Bettison OBE
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 Elect of the Executive)
Councillor Bettison OBE	Executive Member for Council Strategy and Community Cohesion (Leader of the Council and Chairman Elect 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

<p>Overview & Scrutiny Commission (13 Councillors)</p> <p>Conservative (12) Labour (1) Mrs Temperton</p> <p>Substitute Members Conservative (5)</p> <p>Church Representatives (2) Vacancy (voting) Vacancy (voting)</p> <p>Parent Governor Representatives (2) Ms L Wellsted (voting) Vacancy (voting)</p>	<p>Adult Social Care & Housing Overview & Scrutiny Panel (9 Councillors)</p> <p>Conservative (8) Labour (1) Mrs Temperton</p> <p>Substitute Members Conservative (5)</p>
<p>Children, Young People & Learning Overview & Scrutiny Panel (9 Councillors)</p> <p>Conservative (8) 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) Ms L Wellsted (voting) Vacancy (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) Labour (1) Mrs Temperton</p> <p>Substitute Members Conservative (5) Co-opted Representative (1) Dr Norman (non voting)</p> <p>Local Healthwatch Bracknell Forest Observer (1) Mark Sanders (non voting)</p>	

Regulatory Committees

<p>Appeals Committee (5 Councillors)</p> <p>Conservative (5)</p> <p>Substitute Members Conservative (5)</p>	<p>Code of Conduct Panel – Sub Committee of Governance & Audit Committee (3 Councillors)</p> <p>Any three councillors drawn from the membership of the Governance & Audit Committee based on availability, plus one co-opted independent member or parish/town council representative drawn from a pool based on availability.</p> <p>Independent Co-opted Members (for complaints concerning Borough councillors) David St John Jones in his capacity as the independent Co-opted Member of Governance & Audit Committee, Heather Quillish Khan Juna</p> <p>Parish/Town Council Representatives (for complaints concerning Parish / Town Councillors) Cllr Diana Henfrey – Bracknell Town Council Cllr Bob Shurville – Winkfield Parish Council</p> <p>Independent Persons Dr Louis Lee Mr Elwyn Hopkin (reserve)</p>
<p>Education Employment Sub Committee of Employment Committee (6 Councillors)</p> <p>Conservative (6)</p> <p>Non-voting Members of the Teachers Associations: David Allais (UNISON) Graham Jackson (NASUWT) Tom Wheaton (NUT) Asia Allison (GMB)</p> <p>Substitute Members (5)</p>	<p>Employment Committee (9 Councillors)</p> <p>Conservative (8) Labour (1)</p> <p>Substitute Members (5)</p>
<p>Governance & Audit Committee (8 Councillors)</p> <p>Conservative (7)</p> <p>Substitute Members Conservative (5)</p> <p>Independent Member Mr D St John Jones</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>

Democratic / Civic Accommodation Working Group (7 Councillors)	
Conservative (6)	Labour (1) Mrs Temperton
Education Review Group (3 Councillors)	
Conservative (2) Executive Member for Children, Young People and Learning Children, Young People and Learning Overview and Scrutiny Panel Chairman Elect	Labour (1) Mrs Temperton Headteacher Representative Ms T Donkin (Holly Spring Junior School)
Bracknell Forest Council Director of Children, Young People & Learning or their representative	Chair of Governors Representative Ms J Edwards (Sandhurst School) Ms J Sumner (Winkfield St Mary's CE Primary School)
Independent Chair Mr P Roffe	Parent Governor Representative Mr D Mustoe
Electoral Review Steering Group (4 Councillors)	Executive Committee: Commercial Property. (4 Executive Members)
Conservative (3)	Labour (1) Mrs Temperton
Substitute Members Conservative (5)	4 Executive Members 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.
Health and Wellbeing Board (2 Councillors)	
Conservative (2) Executive Member for Adult Services, Health & Housing Executive Member for Children & Young People	
Berkshire Care Association Fidelma Tinneney	Bracknell Forest Homes Linda Wells
Bracknell & Ascot Clinical Commissioning Group Dr William Tong Vacancy	Frimley Health NHS Foundation Trust Jane Hogg
Berkshire Healthcare NHS Foundation Trust Alix Gild	Involve Philip Cook
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	South Central Sub Region NHS Rachel Pearce
	Local Healthwatch Mark Sanders
	NHS England South Central Region Hilary Turner

<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>Local Plan Working Group (7 Councillors)</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: Binfield Parish Council Bracknell Town Council Crowthorne Parish Council Sandhurst Town Council Warfield Parish Council Winkfield Parish Council</p>	<p>School Improvement Advisory Board (6 Councillors including only one Executive Member)</p> <p>Conservative (6)</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>Standing Advisory Council on Religious Education (5 Councillors)</p> <p>Conservative (5)</p>

Portfolio Review Groups

Care Portfolio Review Group <i>12 vacancies</i>	Community Portfolio Review Group <i>12 vacancies</i>
Environment Portfolio Review Group <i>14 vacancies</i>	Finance Portfolio Review Group <i>14 vacancies</i>

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Body	Appointed by	Page
Adult Social Care Overview & Scrutiny Panel	O&S Commission	2
Appeals Committee	Council	4
Bracknell Forest Access Group	The Leader	6
Bracknell Town Centre Regeneration Committee	The Leader	6
Care Portfolio Review Group	The Leader	10
Children, Young People & Learning Overview & Scrutiny Panel	O&S Commission	3
Code of Conduct Panel – Sub Committee of Governance & Audit Committee	Committee	4
Code of Conduct Working Group	The Leader	6
Community Portfolio Review Group	The Leader	10
Corporate Parenting Advisory Panel	The Leader	6
Democratic / Civic Accommodation Working Group	The Leader	6
Edgbarrow & Sandhurst Sports Centre Management Committee	The Leader	6
Education Employment Sub Committee of the Employment Committee	Committee	4
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Member Development Charter Steering Group	The Leader	8
Overview & Scrutiny Commission	Council	2
Parish & Town Council Liaison Group	The Leader	8
Personnel Appeals Panel – Sub Committee of the Employment Committee	Committee	5
Planning Committee	Council	5
School Improvement Advisory Board	The Leader	8
Secure Accommodation Review Panel	The Leader	9
Standing Advisory Council on Religious Education (SACRE)	The Leader	9
Standards Framework Working Group	The Leader	9



External Organisations 2017/18

Key: Appointed by	
	Council
	the Leader

	BODY	REPRESENTATION REQUIREMENTS	COUNCILLOR
1	Age Concern Bracknell	1 Trustee	
2	Age UK Berkshire	1 Representative	
3	Berkshire Association of Clubs for Young People	1 Representative	
4	Berkshire Community Foundation	1 Representative	
5	Berkshire Healthcare NHS Foundation Trust	1 Representative	Mrs Mattick (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 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	

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

	BODY	REPRESENTATION REQUIREMENTS	COUNCILLOR
31	Easthampstead & Wildridings Community Association	1 Representative	
32	Economic and Skills Development Partnership	Executive Member for Economic Development and Regeneration Business Champion	
33	Farley Wood Community Association	1 Representative	
34	Federation of Burial Cremation Authorities	1 Representative	
35	Forest Park Community Association	1 Representative	
36	Frimley Health NHS Foundation Trust Council of Governors	1 Governor	
37	Great Hollands Community Association	1 Representative	
38	Hanworth Community Association	1 Representative	
39	Heathrow Airport Consultative Committee	1 Representative 1 Deputy	
40	Heathrow Community Noise Forum	1 Representative 1 Community Representative	Geoff Paxton
41	Heritage Champion	1 Member	
42	Homestart – Bracknell Forest	1 Representative	
43	Improvement and Efficiency South East (iESE)	1 Director 1 Member	
44	Involve Board	1 Representative	
45	Jennett's Park Community Association	1 Representative	
46	Joint Minerals & Waste Plan Board (Bracknell Forest, Hampshire, Reading, RBWM and Wokingham)	2 Members	
47	Joint Waste Disposal Board (Bracknell Forest, Wokingham and Reading)	2 Members	
48	Keep Mobile Country Tours Ltd	1 Trustee	

BODY	REPRESENTATION REQUIREMENTS	COUNCILLOR
49	Local Government Association	Leader of the Council Executive Member for Transformation and Finance 1 Observer
50	Local Government Information Unit Management Committee	1 Representative 1 Reserve
51	Martins Heron and the Warren Community Association	1 Representative
52	North Ascot Community Association	1 Representative
53	Owlsmoor Community Centre	1 Representative
54	Parents and Children Together	1 Representative
55	PATROL (Parking And Traffic Regulations Outside London) Adjudication Joint Committee	1 Representative 1 Reserve
56	Police and Crime Panel	1 Representative
57	Priestwood Community Association	1 Representative
58	Public Protection Partnership Joint Committee (Bracknell Forest, Wokingham and West Berkshire)	Executive Member for Culture, Corporate Services and Public Protection Chairman of Licensing & Safety Committee Substitute
59	Relate	1 Representative
60	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>
61	Sandhurst Day Centre Association	Dudley McCracken Mrs McKenzie-Boyle <i>(Term of Office expires May 2019)</i> 1 Representative

BODY	REPRESENTATION REQUIREMENTS	COUNCILLOR
62	South East England Councils	1 Representative 1 Reserve
63	South East Reserve Forces' and Cadets' Association	1 Representative
64	South East Strategic Leaders	Leader of the Council
65	South Hill Park Management Committee	2 Representatives
66	Standing Conference for Archives Including Berkshire Record Office Capital Working Group	1 Representative
67	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
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	The Parks Community Association	1 Representative

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TO: **ANNUAL COUNCIL**
24 MAY 2017

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 **That ordinary committees are established and their size and allocation of seats agreed as a local variation to the proportionality rules, as set out in paragraph 6 of the report;**
- 2.2 **That the Education Governor Nominations Committee is dissolved with effect from May 2017;**
- 2.3 **That the nomination of potential governors is delegated to the Director of Children, Young People & Learning in consultation with the Executive Member for Children, Young People & Learning and relevant local members, plus former members of the Education Governor Nominations Committee;**
- 2.4 **That the Constitution is updated as per appendix A to reflect recommendations 2.2 and 2.3;**
- 2.5 **That the Licensing and Safety Committee and the Overview and Scrutiny Commission are established, their size and allocation of seats are agreed as a local variation to the proportionality rules, as set out in paragraph 6 of the report;**
- 2.6 **That the membership of each committee is agreed, in accordance with Members' wishes;**
- 2.7 **That appointments to external organisations are agreed; and**
- 2.8 **That the appointment of Council Champions, in accordance with Part 1 Section 7 of the Constitution are agreed.**

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:
- (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
 - (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.
- 5.4 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-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 Councillor Mrs Temperton would not like a seat on two of the committees which are therefore allocated to the same political group.

Committee	Number of seats	Conservative Group	Labour
Appeals Committee	4	4	0
Employment Committee	9	8	1
Governance and Audit Committee	8	7	1
Planning Committee	18	18	0

Education Governor Nominations Committee

- 6.3 At its meeting on 20 February 2017 the Education Governor Nominations Committee agreed that it was no longer a cost effective way of doing business and recommended to Council that the Committee should be dissolved with effect from May 2017.
- 6.4 The Committee also recommended that the nomination of potential governors should be delegated to the Director of Children, Young People & Learning in consultation with the Executive Member for Children, Young People & Learning and relevant local members, along with Councillors Mrs Birch, Ms Gaw, Heydon and Mrs McCracken, in view of their expertise gained as members of the Education Governor Nominations Committee. The Constitution will need to be updated accordingly.

Licensing and Safety Committee

- 6.5 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

- 6.6 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).
- 6.7 The proposal for the 13 seats is in accordance with the proportionality rules:

Conservative Group 13; Labour 1

Sub-committees

- 6.8 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. This proposal represents a local variation to the proportionality rules as Councillor Mrs Temperton would not like a seat on three sub-committees which are therefore allocated to the same political group.

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

- 6.9 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.

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.

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

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PART 2 SECTION 4 RESPONSIBILITY FOR NON-EXECUTIVE FUNCTIONS

Committee	Functions	Delegation of Functions
Education Nominations Committee	To make nominations for local authority representatives to serve on the governing bodies of maintained schools within the borough.	

PART 2 SECTION 6 TABLE 1**D DIRECTOR OF CHILDREN, YOUNG PEOPLE AND LEARNING**

1. Subject to the exceptions, limitations and reservations set out below the Director of Children, Young People and Learning is authorised to exercise all the powers and perform all the duties of the Council in respect of the following functions:-

1.1 Children and Young People

Those functions:-

- (a) which the Council is required to appoint a Director of Children's Services for under Section 18 of the Children Act 2004 but including those functions which are referred to in Section 18(3)(a) to (d) of the said Section 18 and any functions which may be prescribed pursuant to Section 18(3)(e).

1.2 Youth Service

The Council's functions in respect of the provision of a youth service.

1.3 Complaints

The taking of action (including the making of compensatory awards) on the recommendation of a Complaints Review Panel established in respect of any function for which the Director is responsible under paragraph 1.1 above.

1.4 Miscellaneous

- (a) Varying and waiving charges to service users or their parents
- (b) Discretion to pay an applicant's legal expenses in applying for and obtaining Orders under Section 8 of the Children Act 1989 and Adoption Orders in respect of a child in care.
- (c) Discretion to make payments to holders of Residence and Adoption Orders for children previously in care where agreed prior to the Order being applied for and (in exceptional circumstances) subsequent to an Order.

Unrestricted

- (d) Giving consent for the marriage of a young person in care under Section 3 of the Marriage Act 1949.
- (e) Determining applications of children and young persons in care who wish to join Her Majesty's Forces.
- (f) To act as a receiver in all matters in respect of persons under 18.
- (g) the nomination of potential governors in consultation with the Executive Member for Children, Young People & Learning and relevant local members, plus former members of the Education Governor Nominations Committee.**

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