



**Council
Wednesday 4 December 2002, 7.30 pm**

AGENDA

- Page No
1. **Apologies for Absence**
 2. **To approve as a correct record the minutes of the meeting of the Council held on 30 October 2002** 5 - 10
 3. **Report of the Returning Officer - Hanworth Ward**
To receive the following report

Following the death in September of Councillor Martin Wallace, Ward Councillor for Hanworth Ward, an election was held on Thursday 14 November 2002 and the votes cast for each candidate were as follows

Charles (Chas) Walter Baily	576
Janet Hazel Keene	521
Lorraine Kerry De Laune	137
David Henry Young	120
Lawrence John Alan Boxall	71
 4. **Declarations of Interest**
To receive any declarations of interest in any matters on the agenda for the meeting.
 5. **Mayor's Announcements**
 6. **Executive Report**
To receive the Leader's report on the work of the Executive since the Council meeting on 30 October 2002. 11 - 12

7. **Calculation of Council Tax Base 2003/04**
To consider the report of the Director of Corporate Services. 13 - 30
8. **Periodic Electoral Review - Polling Districts**
To consider the report of the Director of Corporate Services. 31 - 34
9. **Appointments to Vacancies on Committees and Other Organisations**
To consider the report of the Director of Corporate Services. 35 - 38
10. **Annual Report of the Children and Young Peoples Champion**
To receive the annual report. 39 - 40

11. **Questions Submitted Under Council Procedure Rule 10**

Notice has been received of the following questions to Members of the Executive

By Councillor McCormack to the Executive Member for Public & Environmental Services and Parish Liaison

"Bracknell Forest's long suffering town residents continue to fall victim to flooding, most probably as a result of inadequate drainage. Could the responsible executive portfolio holder please confirm:

1. Whether a full and comprehensive assessment of the problem has been completed, and if so when.
2. The specific nature of the problem.
3. How Bracknell Forest Borough Council is intending to protect its residents from the effects of any further flooding."

By Councillor Glasson to the Executive Member for Planning & Transportation

"With regard to the decision to accept the Community Transport tender submitted by Keep Mobile can you please explain the consultation process that took place with User Groups between February and September of this year? What concerns were identified by users, and how were these used to inform the preparation of the tender document?

How is it planned to monitor Keep Mobile's performance in meeting both the tender specification and user needs?"

12. **Motions Submitted Under Council Procedure Rule 11**

Motion 4/2002 submitted by Councillors Mills and Barnard

This Council has no confidence that the Government will deliver the

funding necessary to provide the quality health care that Bracknell Forest residents require and deserve.

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**COUNCIL
30 OCTOBER 2002
(7.30 pm to 9.40 pm)**

Present: Councillors Adams, Mrs Ballin, Barnard, Beadsley, Bettison, Blatchford, Ms Brown, Browne, Edger, Fawcett, Finnie, Flood, Glasson, Grayson, Harrison, Mrs Hayes, Henfrey, Jones, Kendall, Mrs Mattick, McCracken, Mills, North, Piasecki, Mrs Pile, Mrs Ryder, Sargeant, Mrs Shilcock, Turrell, Wade and Worrall

Apologies for absence were received from:

Councillors Birch, Mrs Birch, Egan, Miss Haydon, McCormack, Simonds, Thompson and Ward

The Mayor's Chaplain Reverend Richard Neill, opened the meeting with prayers

THE MAYOR, COUNCILLOR MRS HAYES, IN THE CHAIR

51. "Downshire" Document – Berkshire Record Office

Dr Peter Durrant, County Archivist from Berkshire Record Office, gave a short presentation on one of the "Downshire" Documents which recorded the history of Easthampstead Park and the Downshire estates from the thirteen century to the nineteenth century. The document had been on display in the Council Chamber prior to the meeting.

52. Minutes

RESOLVED that the minutes of the meeting of the Council held on 25 September 2002 be approved as a correct record and signed by the Mayor, subject to the removal of Councillors Adams and Ms Brown from the list of Members present and their addition to the list of apologies for absence.

53. Declarations of Interest

No Member of the Council declared any personal or prejudicial interest in any item of business on the Agenda for the meeting.

54. Mayor's Announcements

(i) Bracknell & Wokingham College – presentation

The Mayor had attended, on 29 October, the graduation ceremony of a number of Council employees who had recently qualified through the

Council's Management Development Scheme, receiving certificates and diplomas in management studies from Bracknell & Wokingham College.

(ii) Councillor Mrs Mattick on behalf of the Council

The Mayor congratulated Councillor Mrs Mattick on being appointed Vice President of the Federation of Cremation Authorities

(iii) Diary Dates

The Mayor advised members of the Council that the annual service of remembrance would be held on Sunday 10 November and that the annual Schools Carol Concert would be held on 8 December 2002.

(iv) Council Photograph

Members had observed that the photographs of former Mayors had been re-hung in the Council Chamber foyer. The Mayor advised that a photograph of the whole Council would be taken at the final Council meeting before the May elections to be hung in the foyer as the first of a series of full Council photographs. She intended this to become a regular event for each new Council term.

(v) Councillor Martin Wallace

The Mayor advised the Council that she had received a letter from the family of Councillor Wallace, expressing thanks for the kind condolences of Members of the Council following the death of Councillor Wallace on 10 September 2002.

(vi) Jubilee Brooch

A letter of thanks, written on behalf of Her Majesty the Queen, had been received from Buckingham Palace expressing Her Majesty's gratitude for the Golden Jubilee brooch presented to her as a gift on behalf of the people of the Borough. Councillor McCracken then presented the last remaining brooch to the Mayor, to be added to the Mayoral collection.

55. **Executive Report (Item 6)**

The Leader of the Council reported on the main activities of the Executive since the meeting on 25 September 2002. These had included decisions on the following matters

- ICT Strategy 2002/03 – 2004/05
- Staff College Planning Brief
- Bracknell Market/3M Tower redevelopment
- Waste Management PFI
- Freedom of Information publication scheme
- Unauthorised traveller encampments

Councillor Mills then reported on the progress with the Joint Waste Management Private Finance Initiative project, which was being developed in partnership with Wokingham District Council and Reading Borough Council.

The Leader and relevant Executive Members responded to questions on the Executive report. Councillor Bettison then moved a recommendation made by the Executive in respect of a supplementary revenue budget approval to allow work to proceed on the Bracknell Town Centre project.

RESOLVED on the proposition of Councillor Bettison and seconded by Councillor Wade, that

- (i) additional funding of £283,000 be transferred from General Reserves to the earmarked Reserve for the Bracknell Town Centre Project to allow further work to proceed in 2002/03 and
- (ii) the commitment budget for 2003/04 and 2004/05 includes funding of £407,000 (total) to cover expenses related to the Bracknell Town Centre project and that these figures be reviewed annually in line with the Council's forward planning process.

56. **Children's Champion**

RESOLVED on the proposition of Councillor Bettison, seconded by Councillor Barnard, that the post of Children's Champion be re-designated as Children and Young People's Champion.

57. **Budget Policy Framework – Annual Library Plan (Item 7)**

The Director of Leisure Services presented the draft Annual Library Plan 2002/03. The Director, together with the Head of Library Services and the Executive Member for Leisure Services answered questions on the Annual Library Plan.

RESOLVED on the proposition of Councillor McCracken, seconded by Councillor Wade, that the Annual Library Plan 2002/03 be adopted.

58. **Questions Submitted under Council Procedure Rule 10**

Notice had been received of three questions to Members of the Executive as follows.

By Councillor Piasecki to the Executive Member for Social & Healthcare Services and Housing

“how many residents are currently on the housing waiting list?”

Councillor Barnard responded that the number of residents currently on the housing

waiting list was 1,370. He then responded to a supplementary question.

By Councillor Piasecki to the Executive Member for Education

“does the Executive Member agree that the available evidence shows that money is not the answer to improving education standards in the Borough?”

In the absence of the Executive Member for Education, the Leader of the Council responded, giving examples of improvements that had not involved additional costs and of others which had cost implications. He pointed out that the Government Standards Fund allocations to the Borough Council were for school improvement and amounted to over £5m, including capital elements. Most of the non-capital elements were match funded by the Borough Council. The Education Development Plan was the Council's published strategy for raising standards, approved by the Government, and the Plan included clear and detailed costings.

Councillor Bettison then responded to a supplementary question.

By Councillor Jones to the Executive Member for Planning and Transportation

“to lose the Director of Planning and Transportation was unfortunate; to lose the Borough Planning Officer was careless. We have now lost the Head of Planning Control. Is this not simple incompetence?”

Councillor Mrs Ballin responded that the answer was no and that if the question had in fact been prompted by any concerns that the Member had as to the ability of remaining staff to further develop the planning function in the Borough he might find the following actions, all of which had been achieved within the last 12 months, enlightening.

- Adoption of the Local Plan
- Approval of the Town Centre Masterplan
- Outlined planning permission granted in respect of Peacock Farm
- Staff College Development brief adopted as supplementary planning guidance
- Programme in place for the production of development briefs for other key sites
- Supplementary Planning Guidance on telecommunications masts adopted
- A Best Value Performance Plan including the introduction of exciting IT opportunities for development control agreed and being implemented
- Most recent results confirmed that Bracknell Forest was the top performing council in Berkshire for development control

All of this showed that it was not appropriate to credit any single post or individual with success but more to acknowledge the professionalism of the whole team.

Councillor Mrs Ballin then responded to a supplementary question.

59. **Motions Submitted Under Council Procedure Rule 11**

(i) Motion 2/2002 was submitted by Councillor Adams and seconded by Councillor Jones. On being put to the vote the motion was carried and it was

RESOLVED on the proposition of Councillor Adams, seconded by Councillor Jones, that Bracknell Forest Borough Council supports the campaign for doorstep recycling services to every home by 2010, with central government providing the resources for such schemes. Benefits would include jobs locally, reduced pressure for landfill sites and incinerators; benefits to the environment via further cuts in emissions in greenhouse gasses and a reduction in the demand for raw materials, so encouraging sustainable and local waste management.

(ii) Motion 3/2002 , as set out in the agenda for the meeting, was submitted. On being put to the vote, the motion was lost.

MAYOR

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**COUNCIL
4 DECEMBER 2002**

EXECUTIVE REPORT

Since the report made to the Council on 30 October 2002 the Executive has met on 19 November 2002. Executive decisions were taken at that meeting and these are brought to the attention of the Council in this report.

1 MEDIUM TERM OBJECTIVES AND COMMITMENT BUDGET 2003/04 – 2005/06

- 1.1 Previous reports have drawn attention to the potential for a budget gap of around £5.75 million on the General Fund Revenue Account by 2005/06 and the need for this to be addressed within an overall financial strategy. This involves a review of the Commitment Budget and the development of options to bridge the gap between spending levels and resources through the Budget Working Groups that were established in the summer to ensure we achieve the long planned 'soft landing'.
- 1.2 In this context, whilst work on developing budget options for the coming year and beyond is in progress, the Executive has approved a number of specific changes to the Commitment Budget and has also approved a number of virements. There are two further virements which exceed £0.100m in value and are therefore recommended to the Council for approval.
- 1.3 The Executive has also reviewed and approved new Medium Term Objectives for each Service Area which will ensure that resources continue to be directed towards priority areas. Taken together these actions establish the framework within which the Executive will develop its draft budget proposals for the coming year. These will be considered by the Executive on 17 December 2002 shortly after the Local Government Finance Settlement has been announced. Thereafter the draft budget proposals will be available for consultation with Select Committees and other interested parties before being brought to the full Council meeting for consideration in February.

1.4 RECOMMENDATION that the following virements be approved by the Council

	Corp £000	Educ £000	Env £000	Leisure £000	SS&H £000	Other £000
Environment Recharges – Recalculation reflecting new structure and functions of department	-79	-20	241	-54	-88	-
Pension costs – allocation of pensions increase previously included as corporate pressure	86	61	87	80	135	-449

2 COMMUNITY AND ENVIRONMENTAL INITIATIVES 2002/03

- 2.1 The Capital Programme for 2002/03 approved by the Council includes an allocation of £500,000 for community and/or environmental initiatives to pump prime local projects undertaken in partnership with other organisations and/or to directly fund a number of other small projects. In addition, a sum of £130,000 remains available from the similar allocation made in previous years. The Executive have now approved a list of appropriate projects covering a wide range of schemes across the Borough and linked into the key priority areas identified through the Council's Medium Term Objectives. Financial allocations have been identified for each project and this will enable each specific initiative to be developed during the remainder of the current financial year.

3 OTHER MATTERS

- 3.1 Other matters dealt with by the Executive are listed below:

- Single Tender Action for Work at Harmans Water Swimming Pool
- Social Services Replacement IT System
- Crowthorne Enterprise Centre – lease of additional accommodation

4 LOOKING AHEAD

- 4.1 The Executive Forward Plan will be published on 1 December 2002 and made available for public inspection at Easthampstead House. Over the next few months the work of the Executive will continue to be dominated by preparation and consideration of next year's budget and associated actions. This is being made more difficult this year by the major uncertainties over the Standing Spending Assessment following the Government's major review of the formula. Despite this, it is anticipated that the Executive's budget proposals will be released as a consultation document immediately following the next scheduled meeting on 17 December 2002. Several other important matters will be dealt with at that Executive meeting as identified in the current Executive Forward Plan. Members will also be aware that the Comprehensive Performance Assessment results are scheduled for publication during the week commencing 9 December 2002.

**COUNCIL
4 DECEMBER 2002**

**CALCULATION OF COUNCIL TAX BASE – 2003/2004
(Director of Corporate Services - Finance)**

1 INTRODUCTION

- 1.1 Section 35 of the Local Government Finance Act 1992 requires the Council to consider and approve the calculation of the Council Tax Base which has to be calculated in accordance with the Local Authorities (Calculation of Council Tax Base) Regulations 1992 and subsequent amendments.

2 RECOMMENDATIONS

- 2.1 That the report of the Borough Finance Officer, for the calculation of the Council's Tax Base for the year 2003/2004, be approved.
- 2.2 That pursuant to the Borough Finance Officer's report and in accordance with the Local Authorities (Calculation of Tax Base) Regulations 1992, the amount calculated by the Bracknell Forest Borough Council as its Council Tax Base and for each parish for the year 2003/2004 shall be as follows:-

Binfield	3,240
Bracknell	17,340
Crowthorne	2,380
Sandhurst	7,820
Warfield	4,290
Winkfield	6,330
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Bracknell Forest	<u>41,400</u>

3 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 3.1 The relevant statutory provisions relating to the banding and setting of Council Tax rates have been incorporated in to the main body of this report.

Borough Finance Officer

- 3.2 The tax base is required to calculate the relevant Council Tax per property.

4 SUPPORTING INFORMATION

- 4.1 The Council is required under paragraph 4 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992 to classify all dwellings in the Borough into the appropriate category of Bands A to H, according to their valuation. It must then apply the stated percentages to calculate the “relevant amount”, i.e. the number of Band D equivalent properties for 2003/2004, for each valuation band.
- 4.2 Paragraph 3 of these regulations then require the Council to multiply the “relevant amount” by the assumed collection rate, to ascertain the Council Tax Base for the year. The collection rate makes allowance for both new properties and general losses such as additional discounts and exemptions, as described below.

New Properties

- 4.3 Information gathered from various sources indicates that the following allowances should be made for new properties occupied during the period from 16 October 2002 to 31 March 2004, equating to full year band “D” equivalents:-

Binfield	26.2
Bracknell	121.9
Crowthorne	5.2
Sandhurst	17.7
Warfield	32.3
Winkfield	<u>49.7</u>
Total	<u>253.0</u>

General Losses

- 4.4 An allowance of 0.85% has been provided for losses due to additional discounts and exemptions, empty properties (voids), valuation appeals, absconds and bankruptcies. This is a value judgement based on past experience of Council Tax collection together with management information, which shows a gradual increase in the number of properties occupied by a single person and which attract a 25% discount. The anticipated tax yield for the 2003/2004 financial year is therefore 99.15%. This compares extremely favourably with collection rates both locally and nationally. Comparison with other local authorities through a recent bench-marking exercise has revealed that the average is 98%.
- 4.5 Appended to this paper are the calculations in accordance with the Local Government Finance Act 1992 and Regulations for each parish within Bracknell Forest Borough Council. Lines 1 to 14 show the calculation of the “relevant amounts” with allowances for general losses and new properties being in lines 15 and 16. These calculations give the following Tax Base for 2003/2004 for each parish and hence the total for Bracknell Forest Borough Council. The Tax Base for the current year, 2002/2003, is shown for comparative purposes.

	Tax Base 2002/2003	Tax Base 2003/2004
Binfield	3,210	3,240
Bracknell	17,230	17,340
Crowthorne	2,390	2,380
Sandhurst	7,810	7,820
Warfield	4,250	4,290
Winkfield	6,320	6,330
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	41,210	41,400
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Background Papers

Working papers.

Contact for further information

Keith Woodman - Extension 2096
Revenue Services

Doc. Ref

KMW/08.11.2002

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Calculation of 2003/04 Council Taxbase

ALL PARISHES

COUNCIL TAX - VALUATION BANDS

	Band A with disabled reduction	A	B	C	D	E	F	G	H	TOTAL	
1	Total number of dwellings on valuation list as at 16 October 2002	0	1,617	3,872	16,550	8,057	7,348	4,329	1,954	230	43,957
2	Number of dwellings on valuation list exempt on 1 November 2002	0	88	140	491	100	158	65	31	29	1,102
3	Number of demolished dwellings on 1 November 2002	0	0	0	1	3	0	1	0	0	5
4	Number of chargeable dwellings on 1 November 2002 (lines 1-2-3)	0	1,529	3,732	16,058	7,954	7,190	4,263	1,923	201	42,850
5	Number of chargeable dwellings in line 4 subject to disabled reduction on 1 November 2002	0	8	18	58	45	39	18	15	6	207
6	Number of dwellings effectively subject to council tax for this band by virtue of disabled reduction	8	18	58	45	39	18	15	6	0	207
7	Number of chargeable dwellings adjusted in accordance with lines 5 and 6 (lines 4-5+6)	8	1,539	3,772	16,045	7,948	7,169	4,260	1,914	195	42,850
8	Number of dwellings in line 7 entitled to a 25% discount on 1 November 2002	0	813	2,427	5,575	2,215	1,364	464	167	19	13,044
9	Number of dwellings in line 7 entitled to a 50% discount on 1 November 2002	0	51	90	177	122	118	56	35	31	680
10	Number of other dwellings in line 7 (assumed to be entitled to no discounts) (lines 7-8-9)	8	675	1,255	10,293	5,611	5,687	3,740	1,712	145	29,126
11	Total equivalent number of dwellings after discounts, exemptions and disabled reduction [(line 8 x 0.75)+(line 9 x 0.5)+line10]	8.00	1,310.25	3,120.25	14,562.75	7,333.25	6,769.00	4,116.00	1,854.75	174.75	39,249.00
12	Ratio to Band D	5/9ths	6/9ths	7/9ths	8/9ths	9/9ths	11/9ths	13/9ths	15/9ths	18/9ths	
13	Number of Band D Equivalents (line 11 x line 12)	4.44	873.50	2,426.86	12,944.67	7,333.25	8,273.22	5,945.33	3,091.25	349.50	41242.1
14	Number of band D equivalents of contributions in lieu from M.O.D.										255.5
15	Allowance for losses on collection (absconds, bankruptcy, and voids)										-350.6
16	Allowance for new properties										253.00
17	Taxbase for 2003/04										41,400.00

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Calculation of 2003/04 Council Taxbase

BINFIELD

COUNCIL TAX - VALUATION BANDS

	Band A with disabled reduction	A	B	C	D	E	F	G	H	TOTAL	
1	Total number of dwellings on valuation list as at 16 October 2002	0	37	127	504	710	658	579	354	30	2,999
2	Number of dwellings on valuation list exempt on 1 November 2002	0	8	10	17	7	5	3	2	4	56
3	Number of demolished dwellings on 1 November 2002	0	0	0	0	0	0	0	0	0	0
4	Number of chargeable dwellings on 1 November 2002 (lines 1-2-3)	0	29	117	487	703	653	576	352	26	2,943
5	Number of chargeable dwellings in line 4 subject to disabled reduction on 1 November 2002	0	0	0	0	3	2	2	1	1	9
6	Number of dwellings effectively subject to council tax for this band by virtue of disabled reduction	0	0	0	3	2	2	1	1	0	9
7	Number of chargeable dwellings adjusted in accordance with lines 5 and 6 (lines 4-5+6)	0	29	117	490	702	653	575	352	25	2,943
8	Number of dwellings in line 7 entitled to a 25% discount on 1 November 2002	0	14	86	258	277	164	58	29	8	894
9	Number of dwellings in line 7 entitled to a 50% discount on 1 November 2002	0	7	4	19	14	12	6	6	3	71
10	Number of other dwellings in line 7 (assumed to be entitled to no discounts) (lines 7-8-9)	0	8	27	213	411	477	511	317	14	1,978
11	Total equivalent number of dwellings after discounts, exemptions and disabled reduction [(line 8 x 0.75)+(line 9 x 0.5)+line10]	0.00	22.00	93.50	416.00	625.75	606.00	557.50	341.75	21.50	2,684.00
12	Ratio to Band D	5/9ths	6/9ths	7/9ths	8/9ths	9/9ths	11/9ths	13/9ths	15/9ths	18/9ths	
13	Number of Band D Equivalents (line 11 x line 12)	0.00	14.67	72.72	369.78	625.75	740.67	805.28	569.58	43.00	3241.4
14	Number of band D equivalents of contributions in lieu from M.O.D.										0.0
15	Allowance for losses on collection (absconds, bankruptcy, and voids)										-27.6
16	Allowance for new properties										26.20
17	Taxbase for 2003/04										3,240.00

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Calculation of 2003/04 Council Taxbase

BRACKNELL

COUNCIL TAX - VALUATION BANDS

	Band A with disabled reduction	A	B	C	D	E	F	G	H	TOTAL	
1	Total number of dwellings on valuation list as at 16 October 2002	0	652	2,811	11,601	2,750	1,938	706	185	10	20,653
2	Number of dwellings on valuation list exempt on 1 November 2002	0	45	104	127	36	114	35	8	4	473
3	Number of demolished dwellings on 1 November 2002	0	0	0	0	3	0	0	0	0	3
4	Number of chargeable dwellings on 1 November 2002 (lines 1-2-3)	0	607	2,707	11,474	2,711	1,824	671	177	6	20,177
5	Number of chargeable dwellings in line 4 subject to disabled reduction on 1 November 2002	0	0	14	52	28	13	5	1	2	115
6	Number of dwellings effectively subject to council tax for this band by virtue of disabled reduction	0	14	52	28	13	5	1	2	0	115
7	Number of chargeable dwellings adjusted in accordance with lines 5 and 6 (lines 4-5+6)	0	621	2,745	11,450	2,696	1,816	667	178	4	20,177
8	Number of dwellings in line 7 entitled to a 25% discount on 1 November 2002	0	407	1,785	3,485	583	263	69	20	0	6,612
9	Number of dwellings in line 7 entitled to a 50% discount on 1 November 2002	0	25	47	86	32	12	7	1	2	212
10	Number of other dwellings in line 7 (assumed to be entitled to no discounts) (lines 7-8-9)	0	189	913	7,879	2,081	1,541	591	157	2	13,353
11	Total equivalent number of dwellings after discounts, exemptions and disabled reduction [(line 8 x 0.75)+(line 9 x 0.5)+line10]	0.00	506.75	2,275.25	10,535.75	2,534.25	1,744.25	646.25	172.50	3.00	18,418.00
12	Ratio to Band D	5/9ths	6/9ths	7/9ths	8/9ths	9/9ths	11/9ths	13/9ths	15/9ths	18/9ths	
13	Number of Band D Equivalents (line 11 x line 12)	0.00	337.83	1,769.64	9,365.11	2,534.25	2,131.86	933.47	287.50	6.00	17365.7
14	Number of band D equivalents of contributions in lieu from M.O.D.										0.0
15	Allowance for losses on collection (absconds, bankruptcy, and voids)										-147.6
16	Allowance for new properties										121.90
17	Taxbase for 2003/04										17,340.00

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Calculation of 2003/04 Council Taxbase

CROWTHORNE

COUNCIL TAX - VALUATION BANDS

	Band A with disabled reduction	A	B	C	D	E	F	G	H	TOTAL	
1	Total number of dwellings on valuation list as at 16 October 2002	0	37	103	568	416	526	389	225	22	2,286
2	Number of dwellings on valuation list exempt on 1 November 2002	0	5	1	21	6	8	4	2	1	48
3	Number of demolished dwellings on 1 November 2002	0	0	0	0	0	0	1	0	0	1
4	Number of chargeable dwellings on 1 November 2002 (lines 1-2-3)	0	32	102	547	410	518	384	223	21	2,237
5	Number of chargeable dwellings in line 4 subject to disabled reduction on 1 November 2002	0	1	0	0	2	4	1	5	0	13
6	Number of dwellings effectively subject to council tax for this band by virtue of disabled reduction	1	0	0	2	4	1	5	0	0	13
7	Number of chargeable dwellings adjusted in accordance with lines 5 and 6 (lines 4-5+6)	1	31	102	549	412	515	388	218	21	2,237
8	Number of dwellings in line 7 entitled to a 25% discount on 1 November 2002	0	22	47	254	169	122	37	11	0	662
9	Number of dwellings in line 7 entitled to a 50% discount on 1 November 2002	0	5	4	17	13	6	4	6	5	60
10	Number of other dwellings in line 7 (assumed to be entitled to no discounts) (lines 7-8-9)	1	4	51	278	230	387	347	201	16	1,515
11	Total equivalent number of dwellings after discounts, exemptions and disabled reduction [(line 8 x 0.75)+(line 9 x 0.5)+line10]	1.00	23.00	88.25	477.00	363.25	481.50	376.75	212.25	18.50	2,041.50
12	Ratio to Band D	5/9ths	6/9ths	7/9ths	8/9ths	9/9ths	11/9ths	13/9ths	15/9ths	18/9ths	
13	Number of Band D Equivalents (line 11 x line 12)	0.56	15.33	68.64	424.00	363.25	588.50	544.19	353.75	37.00	2395.2
14	Number of band D equivalents of contributions in lieu from M.O.D.										0.0
15	Allowance for losses on collection (absconds, bankruptcy, and voids)										-20.4
16	Allowance for new properties										5.20
17	Taxbase for 2003/04										2,380.00

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Calculation of 2003/04 Council Taxbase

SANDHURST

COUNCIL TAX - VALUATION BANDS

	Band A with disabled reduction	A	B	C	D	E	F	G	H	TOTAL	
1	Total number of dwellings on valuation list as at 16 October 2002	0	102	490	2,085	1,799	1,934	956	350	22	7,738
2	Number of dwellings on valuation list exempt on 1 November 2002	0	10	16	276	18	11	8	4	15	358
3	Number of demolished dwellings on 1 November 2002	0	0	0	0	0	0	0	0	0	0
4	Number of chargeable dwellings on 1 November 2002 (lines 1-2-3)	0	92	474	1,809	1,781	1,923	948	346	7	7,380
5	Number of chargeable dwellings in line 4 subject to disabled reduction on 1 November 2002	0	1	4	3	5	12	7	7	1	40
6	Number of dwellings effectively subject to council tax for this band by virtue of disabled reduction	1	4	3	5	12	7	7	1	0	40
7	Number of chargeable dwellings adjusted in accordance with lines 5 and 6 (lines 4-5+6)	1	95	473	1,811	1,788	1,918	948	340	6	7,380
8	Number of dwellings in line 7 entitled to a 25% discount on 1 November 2002	0	58	294	736	433	305	100	25	0	1,951
9	Number of dwellings in line 7 entitled to a 50% discount on 1 November 2002	0	2	8	15	10	14	5	4	1	59
10	Number of other dwellings in line 7 (assumed to be entitled to no discounts) (lines 7-8-9)	1	35	171	1,060	1,345	1,599	843	311	5	5,370
11	Total equivalent number of dwellings after discounts, exemptions and disabled reduction [(line 8 x 0.75)+(line 9 x 0.5)+line10]	1.00	79.50	395.50	1,619.50	1,674.75	1,834.75	920.50	331.75	5.50	6,862.75
12	Ratio to Band D	5/9ths	6/9ths	7/9ths	8/9ths	9/9ths	11/9ths	13/9ths	15/9ths	18/9ths	
13	Number of Band D Equivalents (line 11 x line 12)	0.56	53.00	307.61	1,439.56	1,674.75	2,242.47	1,329.61	552.92	11.00	7611.5
14	Number of band D equivalents of contributions in lieu from M.O.D.										255.5
15	Allowance for losses on collection (absconds, bankruptcy, and voids)										-64.7
16	Allowance for new properties										17.70
17	Taxbase for 2003/04										7,820.00

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Calculation of 2003/04 Council Taxbase

WARFIELD

COUNCIL TAX - VALUATION BANDS

	Band A with disabled reduction	A	B	C	D	E	F	G	H	TOTAL	
1	Total number of dwellings on valuation list as at 16 October 2002	0	426	5	467	790	801	959	444	29	3,921
2	Number of dwellings on valuation list exempt on 1 November 2002	0	16	0	15	9	6	9	4	1	60
3	Number of demolished dwellings on 1 November 2002	0	0	0	0	0	0	0	0	0	0
4	Number of chargeable dwellings on 1 November 2002 (lines 1-2-3)	0	410	5	452	781	795	950	440	28	3,861
5	Number of chargeable dwellings in line 4 subject to disabled reduction on 1 November 2002	0	5	0	0	1	2	1	1	0	10
6	Number of dwellings effectively subject to council tax for this band by virtue of disabled reduction	5	0	0	1	2	1	1	0	0	10
7	Number of chargeable dwellings adjusted in accordance with lines 5 and 6 (lines 4-5+6)	5	405	5	453	782	794	950	439	28	3,861
8	Number of dwellings in line 7 entitled to a 25% discount on 1 November 2002	0	147	2	246	299	173	96	40	2	1,005
9	Number of dwellings in line 7 entitled to a 50% discount on 1 November 2002	0	1	1	12	21	7	15	4	3	64
10	Number of other dwellings in line 7 (assumed to be entitled to no discounts) (lines 7-8-9)	5	257	2	195	462	614	839	395	23	2,792
11	Total equivalent number of dwellings after discounts, exemptions and disabled reduction [(line 8 x 0.75)+(line 9 x 0.5)+line10]	5.00	367.75	4.00	385.50	696.75	747.25	918.50	427.00	26.00	3,577.75
12	Ratio to Band D	5/9ths	6/9ths	7/9ths	8/9ths	9/9ths	11/9ths	13/9ths	15/9ths	18/9ths	
13	Number of Band D Equivalents (line 11 x line 12)	2.78	245.17	3.11	342.67	696.75	913.31	1,326.72	711.67	52.00	4294.2
14	Number of band D equivalents of contributions in lieu from M.O.D.										0.0
15	Allowance for losses on collection (absconds, bankruptcy, and voids)										-36.5
16	Allowance for new properties										32.30
17	Taxbase for 2003/04										4,290.00

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Calculation of 2003/04 Council Taxbase

WINKFIELD

COUNCIL TAX - VALUATION BANDS

	Band A with disabled reduction	A	B	C	D	E	F	G	H	TOTAL	
1	Total number of dwellings on valuation list as at 16 October 2002	0	363	336	1,325	1,592	1,491	740	396	117	6,360
2	Number of dwellings on valuation list exempt on 1 November 2002	0	4	9	35	24	14	6	11	4	107
3	Number of demolished dwellings on 1 November 2002	0	0	0	1	0	0	0	0	0	1
4	Number of chargeable dwellings on 1 November 2002 (lines 1-2-3)	0	359	327	1,289	1,568	1,477	734	385	113	6,252
5	Number of chargeable dwellings in line 4 subject to disabled reduction on 1 November 2002	0	1	0	3	6	6	2	0	2	20
6	Number of dwellings effectively subject to council tax for this band by virtue of disabled reduction	1	0	3	6	6	2	0	2	0	20
7	Number of chargeable dwellings adjusted in accordance with lines 5 and 6 (lines 4-5+6)	1	358	330	1,292	1,568	1,473	732	387	111	6,252
8	Number of dwellings in line 7 entitled to a 25% discount on 1 November 2002	0	165	213	596	454	337	104	42	9	1,920
9	Number of dwellings in line 7 entitled to a 50% discount on 1 November 2002	0	11	26	28	32	67	19	14	17	214
10	Number of other dwellings in line 7 (assumed to be entitled to no discounts) (lines 7-8-9)	1	182	91	668	1,082	1,069	609	331	85	4,118
11	Total equivalent number of dwellings after discounts, exemptions and disabled reduction [(line 8 x 0.75)+(line 9 x 0.5)+line10]	1.00	311.25	263.75	1,129.00	1,438.50	1,355.25	696.50	369.50	100.25	5,665.00
12	Ratio to Band D	5/9ths	6/9ths	7/9ths	8/9ths	9/9ths	11/9ths	13/9ths	15/9ths	18/9ths	
13	Number of Band D Equivalents (line 11 x line 12)	0.56	207.50	205.14	1,003.56	1,438.50	1,656.42	1,006.06	615.83	200.50	6334.1
14	Number of band D equivalents of contributions in lieu from M.O.D.										0.0
15	Allowance for losses on collection (absconds, bankruptcy, and voids)										-53.8
16	Allowance for new properties										49.70
17	Taxbase for 2003/04										6,330.00

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**COUNCIL
4 DECEMBER 2002**

**PERIODIC ELECTORAL REVIEW – POLLING DISTRICTS
(Director of Corporate Services)]**

1 INTRODUCTION

- 1.1 The new electoral arrangements for Bracknell Forest were approved by the Electoral Commission on 12 September 2003. The Borough of Bracknell Forest (Electoral Changes) Order 2002 took effect from 13 September 2003 for the purposes of proceedings preliminary to any election held on 1 May 2003 and for all other purposes on 1 May 2003.

2 RECOMMENDATIONS

- 2.1 **The Borough be divided into 31 polling districts as described below and shown on the large scale map on display at the meeting.**

3 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

None

Borough Finance Officer

Change of boundaries does not directly lead to additional expenditure. However, the increase in Members from 40 to 42 may do, depending on the decision by the Council on Members Allowances and as such any implications arising from the increase in the number of Members will need to be included in the budget proposals for 2003/04.

Access Implications

None

Other Officers

None

4 SUPPORTING INFORMATION

- 4.1 The Local Government Commission for England [LGCE] commenced a formal Periodic Electoral Review of Bracknell Forest in April 2001.

4.2 The LGCE published their draft recommendations on the future electoral arrangements for Bracknell Forest on 27 November 2001. In April 2002, then known as the Boundary Committee for England, it submitted its final recommendations to the Electoral Commission.

4.3 The Electoral Commission approved the recommendations as follows:

- Bracknell Borough should have 42 Councillors;
- There should be 18 Borough wards;
- Elections should continue to take place every four years.
- New warding proposals for Crowthorne and Warfield parishes and rewording proposals for Bracknell Town, Sandhurst Town and Winkfield Parish Councils.

4.4 To give effect to the Order, it has been necessary to review the polling districts within the Borough. Section 18 of the Representation of the People Act 1983 provides that each parish or community must be a separate polling district and accordingly, each polling district shown below represents a parish ward (or part thereof) as designated by the Order. Details have previously been sent to all members. It is therefore proposed that the existing Polling Districts be abolished and the Borough be divided into 31 polling districts as described below:

POLLING DISTRICT	PARISH (WARD)	
BA	Binfield	(was LA)
BB	Binfield	(was LL)
BD	Bracknell (Birch Hill)	(was MO)
BE	Bracknell (Bullbrook)	(was LD)
BF	Bracknell (Crown Wood)	(was MN)
BG	Bracknell (Garth)	(was LC)
BH	Bracknell (Gt Hollands North)	(was LH)
BJ	Bracknell (Great Hollands South)	(was MP)
BK	Bracknell (Hanworth)	(was MM)
BL	Bracknell (Harmans Water)	(was LE)
BM	Bracknell (Old Bracknell)	(was LF)
BN	Bracknell (Old Bracknell)	(was LK)
BP	Bracknell (Priestwood)	(was LB)
BT	Bracknell (Town Centre)	(new)
BW	Bracknell (Wildridings)	(was LG)
CN	Crowthorne (Crowthorne)	(was LI)
CS	Crowthorne (Crowthorne South)	(new)
SJ	Sandhurst (Owlsmoor)	(was LJ)
SO	Sandhurst (College Town)	(was LO)
SP	Sandhurst (Central Sandhurst)	(was LP)
SQ	Sandhurst (Little Sandhurst)	(was LQ)
WG	Warfield (Whitegrove)	(was LT)
WM	Warfield (St Michael's)	(was LS)
WP	Warfield (Warfield Park)	(was LT)
WQ	Warfield (Quelm)	(was LT)

WS	Winkfield (Winkfield & Cranbourne) (was MA)
WV	Winkfield (Martins Heron & Warren) (was LV)
WW	Winkfield (Forest Park) (was MW)
WX	Winkfield (Ascot Priory) (was LW)
WY	Winkfield (Ascot Priory) (was LY)
WZ	Winkfield (Winkfield & Cranbourne) (was LZ)

4.7 As the Council has full Borough/Parish elections on 1 May 2003, the Register of Electors to be published on 1 December will be based on the new Polling Districts set out here.

4.8 A large scale map of the new polling districts will be available at the meeting for inspection by members.

5 Next Stages

5.1 A review of polling places and stations within the Borough will take place in January 2003.

Background Papers

The Borough of Bracknell Forest (Electoral Changes) Order 2002.

Final Recommendations on the future electoral arrangements for Bracknell Forest – Boundary Committee for England

Contact for further information

[Name – Daphne Gray ext 2024]

Doc. Ref

7.82

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**COUNCIL
4 DECEMBER 2002**

**APPOINTMENTS TO VACANCIES ON
COMMITTEES AND OTHER ORGANISATIONS
(Director of Corporate Services)**

1 PURPOSE OF DECISION

- 1.1 A small number of vacancies exist on Committees and other organisations which can now be filled. The vacant committee and SACRE seats are allocated to the Conservative Group and should be filled on their nomination. The Council can appoint to the vacancies on outside bodies at its discretion.

2 RECOMMENDATIONS

- 2.1 **The Council is requested to confirm any appointments proposed by the Conservative Group in respect of the following vacancies on committees (one seat in each instance) for the remainder of the 2002/03 municipal year:-**

**Select Committee on Lifelong Learning
Education Governor Selection Committee
Employment Committee
Teachers' Joint Consultative Committee**

Substitute Appointments:

**Co-ordination Select Committee
Planning & Highways Committee**

- 2.2 **The Council is requested to consider appointments to the following vacancies on external organisations (one seat in each instance):**

**South Hill Park Trust Board (as a trustee until 2003)
Hanworth Community Association
Bracknell and District Victim Support Scheme**

- 2.3 **That a representative of the LEA be appointed to serve as a member of the LEA Group of SACRE for the remainder of the 2002/03 municipal year.**

- 2.4 **That Councillor Mrs Shillcock be appointed as a member of the 'Schools Group' of the School Organisation Committee, under the membership category of a governor of Kennel Lane Special School, for a three year term of office expiring on 9 September 2005.**

3 SUPPORTING INFORMATION

- 3.1 Officers are required to report to the Council when vacancies arise on committees and external organisations. The current vacancies are set out in section 2 above and the Council is invited to consider any nominations put forward for these

vacancies. In the case of the committee and SACRE vacancies, these seats have been allocated by the Council to the Conservative Group and appointments should be made in accordance with the wishes of that Group.

SACRE

- 3.2 SACRE is a statutory body established in accordance with Section 11 of the Education Reform Act 1988 (as amended by Section 255 of the Education Act 1993) by the Borough Council acting as LEA. The purpose of SACRE is to set out the framework for religious education (RE) in the Borough's schools. It achieves this in many ways including the preparation of the Locally Agreed Syllabus whilst undertaking the role of the Agreed Syllabus Conference. In addition, SACRE monitors standards in RE; addresses methods of teaching, choice of teaching materials and teacher training; monitors collective worship; and forges links with other associated local and national bodies.
- 3.3 The membership of SACRE falls into five groups, namely, the Church of England, Christian denominations and other religions, associations representing teachers, the LEA and co-opted members. The LEA group consists of five members, which the Council has appointed to reflect its political proportionality (4/1), and a vacancy has arisen amongst the Conservative Members as Councillor Ward has relinquished his membership owing to non-attendance and does not wish to be considered for re-appointment. LEA group members of SACRE may be, but need not be, Members of the LEA. The remaining four LEA representative members are Councillors Fawcett, Mrs Hayes, Kendall and Thompson. Appointments are made on an annual basis at the beginning of each municipal year.

School Organisation Committee

- 3.4 The School Organisation Committee is a statutory decision-making body which brings together the key partners in the provision of education at local level giving each an equal voice and convenes for the purpose of considering the School Organisation Plan and statutory proposals affecting school organisation. It is responsible for approving any plans or proposals for adding or removing school places. The Committee is organised in groups which represent the Local Education Authority (elected members), the Church of England, the Roman Catholic Church, the local Learning and Skills Council and local school governors. The latter group is known as the 'Schools Group' and is made up of seven members appointed by the Local Education Authority comprising the following governors:-
- Three headteachers (two primary and one secondary)
 - Three governors (not from church schools)
 - A governor from Kennel Lane Special School
- 3.5 There is currently a vacancy in the Schools Group for a governor from Kennel Lane Special School. Nominations for the vacancy have been sought from appropriate governors meeting this criteria, as a result of which Councillor Mrs Shillcock has been nominated.
- 3.6 The appointment is for a three year period and subsequent re-appointment for further terms of office is possible.

Access Implications

- 4.1 None.

Background Papers

None

Contact for further information

Peter Driver – 01344 352260
peter.driver@bracknell-forest.gov.uk

Doc. Ref

Council 04-12-02. vacancies

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(ITEM 10)

**COUNCIL
4 DECEMBER 2002**

ANNUAL REPORT OF THE CHILDREN AND YOUNG PEOPLE'S CHAMPION

At last!!! Members and Officers please do not be under any false assumption that I do not take my position as the Children and Young People's Champion exceedingly seriously and as a great privilege.

My remit covers all ages, to and from 0 – 24 years and to say that I have been on a learning curve is putting it very mildly. The aim, which I set myself, was to understand the needs of the children and young people who come under the Bracknell Forest Borough Council Corporate Parenting umbrella.

Better communication, increased understanding of the core area of expertise and to make us even more accessible to the vulnerable children and young people.

We must keep in mind that the children and the young people come first and foremost, and their involvement is paramount so that they can initiate choices for their own future.

Please remember this is evolution, not revolution, and reflects the key values of professionalism and quality of care, all of which represents an investment in our role as corporate parents within the community.

My role as the Children and Young Peoples' Champion encompasses all areas of the young in the Borough of Bracknell Forest. We certainly have some exceedingly talented children and Young People, who are a great credit to all concerned.

Prevention is always better than cure however, and it is imperative that we work in partnership with the voluntary sector and across departments as many of our looked after children are involved with Health, Social Services and Housing, YOT, Education, Leisure and the Environment Department.

We must provide a safety net, so that we do not 'set up' our young vulnerable people to fail.

Some of the projects in which I have been involved are:

- Corporate Parenting Group
- Books for Babies
- Groups for Young People aged 10 – 14
- Providing computers for looked after children

- Support to the care leavers group
- Free access to the BFBC Leisure facilities for looked after children and their carers
- Work placements within the local authority
- Health Forum
- Dialogue Group
- Recognition of 16th, 18th, and 21st birthday and a special gift at 18 years for the looked after young person
- Fostering Panel
- Adoption Panel

There are many other areas such as teenage pregnancy, supporting young people care leavers with their individual problems etc.

There are many fantastic new, innovative projects already in the supporting area with tremendous involvement and success with our children and young people. At this point, I would like to congratulate all those involved, the staff, voluntary workers, and most importantly, the young people themselves.

I would like to wish everyone a very happy Christmas and New Year.

Councillor Miss Anne Haydon
Children and Young People's Champion