

# Public Document Pack

## **MINUTES OF A MEETING OF THE COUNCIL HELD ON 21 MAY 2015 FROM 7.30 PM TO 8.35 PM**

### **Members Present**

Councillors: UllaKarin Clark (Mayor), Parry Batth (Deputy Mayor), Alistair Auty, Keith Baker, Laura Blumenthal, Chris Bowring, Prue Bray, David Chopping, Gary Cowan, Lindsay Ferris, Michael Firmager, Mike Gore, Guy Grandison, Kate Haines, Mike Haines, Charlotte Haitham Taylor, Pauline Helliard-Symons, Philip Houldsworth, Dianne King, John Jarvis, Nicky Jerrome, Norman Jorgensen, Pauline Jorgensen, John Kaiser, David Lee, Abdul Loyes, Tom McCann, Julian McGhee-Sumner, Ken Miall, Philip Mirfin, Stuart Munro, Ian Pittock, Bob Pitts, Barrie Patman, Anthony Pollock, Malcolm Richards, Angus Ross, Beth Rowland, Rachelle Shepherd-DuBey, David Sleight, Chris Smith, Wayne Smith, Alison Swaddle, Paul Swaddle, Simon Weeks, Bob Wyatt and Shahid Younis

### **1. ELECTION OF MAYOR FOR 2015/16**

UllaKarin Clark, the current Mayor made a speech to the Council during which she welcomed Laura Blumenthal and John Jarvis as newly elected Members.

The Mayor explained that it had been a great honour for her and her family to have served as the Mayor for the previous two years and that throughout her second year she had been very ably supported by Parry Batth as Deputy Mayor. She expressed her gratitude for the advice and support she had received during this time from Andy Couldrick the Chief Executive,

Anne-Marie Bonwick, Civic Communications Officer, Anne Hunter, Democratic Services Manager and the Democratic Services Team. The Mayor also paid tribute to her husband Joseph Clark for his support.

The Mayor explained she had thoroughly enjoyed her representational duties having undertaken some 390 engagements and was particularly pleased to have been able to contribute to the networking project between local charities and businesses through her speed dating event which had offered charities better ways of improving their cost effectiveness and general expertise through partnerships with local business. This was within the context of the Council's restricted ability to support charities because of national fiscal limits.

In conclusion, the Mayor paid tribute to the residents of the Borough and the many local businesses that had supported her Mayoral charities during her term of office. In 2013/2014 this had been Building for the Future, an organisation that supported disabled children had been her charity. In 2014/2015 in association with More Arts, teenagers with creative talents had been supported, including through scholarships. The Mayor commented that she was delighted to report that £11,868 had been raised for her charity during the previous municipal year.

The Mayor called for nominations for the office of Mayor for the 2015/16 Municipal Year.

It was proposed by UllaKarin Clark and seconded by Keith Baker that Parry Batth be elected as Mayor for the 2015/16 Municipal Year.

It was unanimously agreed that Parry Batth should be elected as Mayor for the 2015/16 Municipal Year.

**RESOLVED:** That Parry Baath be elected as Mayor for the 2015/16 Municipal Year.

Parry Batth made the statutory acceptance of office pursuant to Section 83 of the Local Government Act 1972.

Parry Batth thanked the Council for electing him as Mayor which he regarded as a great honour. He paid tribute to UllaKarin Clark for her support and guidance during his term of office as Deputy Mayor. He had undertaken some 37 mayoral engagements and chaired two full Council meetings. This had been a learning experience, particularly chairing of Council for the first time, but thanked the Council and Officers for their support as well as his wife and consort Surinder.

The Mayor paid tribute to the support he had received as Deputy Mayor from friends and family within the Sikh community. He commented that he had been born in the Punjab, known as the being the bread basket of India and had grown up within a humble farming family. The Mayor stated that he felt particularly honoured, humbled and privileged to be the Mayor of the Wokingham Borough that also had deep routed farming links. He commented he would endeavour to serve with pride and humbleness to act as an ambassador for the Council and prompt the Council's value of the Borough being a great place to live and do business.

The Mayor commented that his chosen Mayoral charity for the municipal year would be ARC in light of the importance of the emotional health and wellbeing of the Borough's children, which had been identified as a priority by the Children's Strategic Partnership and the Health and Wellbeing Board. ARC provided counselling and support to young people and parents across the Borough.

## **2. APPOINTMENT OF DEPUTY MAYOR FOR 2015/2016**

The Mayor called for nominations for the office of Deputy Mayor for the 2015/16 Municipal Year.

It was proposed by UllaKarin Clark and seconded by Lindsay Ferris that Bob Pitts be appointed as Deputy Mayor for the 2015/16 municipal year.

**RESOLVED:** That Bob Pitts be elected as Deputy Mayor for the 2015/16 Municipal Year.

Bob Pitts made the statutory acceptance of office pursuant to Section 83 of the Local Government Act 1972.

Bob Pitts thanked the Council for appointing him and commented that he was honoured to take the office of Deputy Mayor and would do his best to uphold the values of the Council.

## **3. MINUTES**

It was noted that unfortunately, the minutes of the meeting of the Council held on 19 March 2015 had been omitted from the Agenda and the previously agreed minutes from February included in error. The approval of the minutes was therefore deferred to the next meeting.

## **4. APOLOGIES**

Apologies for absence were submitted from Mark Ashwell, John Halsall, Tim Holton, Nick Ray, Chris Singleton, Bill Soane and Rob Stanton.

## **5. DECLARATIONS OF INTEREST**

There were no declarations of interest.

## **6. PUBLIC QUESTION TIME**

In accordance with the agreed procedure the Mayor invited members of the public to submit questions to the appropriate Members.

### **6.1 Narendra Bahulekar had asked the Executive Member for Children's Services the following question:**

#### **Question**

This year has seen a substantial increase in the demand for entry level infant school places in Earley, particularly in the middle of Maiden Erlegh. We represent parents who live in the small triangle between Aldryngton, Loddon and Hawkedon Schools, all of which are within a few minutes' walk and whose children were unable to secure a school place at our catchment or preferred schools. You identified the requirement for an increase and have extended Hawkedon School to meet part of that perceived need. Due to high levels of demand for good education for our children, and the effect this is having on local demographics, more places are required than first anticipated. Numbers are unclear but we understand that virtually another form of entry may be required. What action can you take to alleviate our concerns, as parents, and what assurances can we have that suitable places will be found for us within reasonable walking distance of our homes?

#### **Answer**

Historically school place planning in particular for primary schools was completed on an annual cycle. This led to an over reliance on bulge classes and responses to initial offers to parents. This led to a less sustainable and planned school estate and various drains on the Dedicated Schools Grant.

Our Primary Strategy 2013-2016 set a more strategic approach and helped successfully resolve school place issues in identified priority areas of the Borough. Our Primary Strategy was due to be refreshed for this Autumn. We are pleased to report that we are ahead of schedule in developing our refreshed strategy

Subject to the ongoing work around the refresh I anticipate that additional capacity will be required to meet local demand for places in September 2016. However, we expect fewer children in the 2017 Reception year across the Borough because of a fall (both local and national) in the number of children born in the 2012/13 academic year. The refresh will therefore consider the case for a permanent school expansion in light of this change and other evidence. Officers will work with local schools, members and the community to develop the best way to address these issues.

Part of the challenge (then and now) relates to the popularity of Earley schools, particularly with Reading as opposed to Wokingham residents. Whiteknights and Earley St Peters are relatively lacking in popularity with Wokingham residents (26 and 30 first preferences respectively from WBC parents when both can take 60 and 70 school children in reception). If not chosen these school places are then offered to children living in Reading Borough, where parents had expressed a preference for these schools. This has meant Earley places were not available for children living in Earley. If we could encourage Earley parents to consider these two schools more, this would have made an impact this year and potentially many fewer diverts.

For this years admissions; approximately 29 children from across Earley have been offered places at schools in adjoining areas. This number will though change between now and September, when the new academic year starts, as waiting lists clear and individual family circumstances change. We have had experience of this with schools in Wokingham when we had this situation a couple of years back, this does genuinely happen. Offers have been made to well resourced schools for those parents, and I believe you are one of them in this situation, offering permanent places in areas that adjoin Earley. Where these are beyond walking distance we will help parents get their children there. The average home to school distance (radial distance) to a diverted school is 1.9 miles (ranging from just over a mile to just over 3 miles).

Senior Officers have met, and will be meeting again any Earley parent who wishes to over the next few weeks, to ensure we have explored all options. Officers will also continue to support parents in providing regular updates on waiting lists and supporting travel and admissions enquiries.

This afternoon I can report that a delegation of Earley Members have also met with Officers and have resolved to set up a Task and Finish Group to review this matter for this year and also next year where there is also an increase in numbers before the drop off in numbers again in birth rate.

### **Supplementary Question**

Given that the Council has access to the Borough data for the number of children claiming free 15 hours of EYFS childcare, how and why has this data not been utilised to correctly predict the number of reception school places required within the same area which now leaves Earley with approximately 30 children without a school place within their own community?

### **Supplementary Answer**

It is very difficult to triangulate all of the data, but the Council uses lots of different factors to find out exactly where we think children will be coming into our school places; but it is not an exact science. We are one of the authorities that lead on this and we are extremely good at getting this data right. This year has seen a change in what we were expecting. The Council uses birth data, but we also asked Health Visitors for their data because they undertake two year old checks.

The Council can also use data such as you have suggested. The problem is that we also have inward migration and residents selling their homes as well. This varies across the Borough. So it is not an exact science and it is possible to get changes that have these different occurrences that are not predicted. I am sorry about that and I am sorry that this has affected you and your family.

## **6.2 Clive Jones had asked the Executive Member for Planning and Highways the following question:**

### **Question**

In June 2014 the Liberal Democrat Roads Minister Susan Kramer gave Wokingham Borough council an extra £728,000 to fix potholes in the Borough. Enough for over 10,000 potholes.

Can you tell me how much of this money has been spent in each ward fixing potholes and how much remains to be spent?

## Answer

I am somewhat surprised you did not use Baroness Kramer of Richmond Park's proper title. She must be an exceptional person as she was elevated to the Lords after five years as a Member of Parliament being beaten by a Conservative on her second standing.

The other issue is that the money was allocated no doubt, after some form of consultation within the Government and I assume this would have included some Conservative input or sign off along the way. It was not as if it was her own money, although no doubt she could have afforded it having been a Vice-President of an American bank before coming a Liberal Democrat MP and a Baroness when that failed. I believe she also voted against your policy on an elected second chamber. I do not know why.

All of the money has been spent although a small element of the costs has yet to be finalised with the contractor.

Central government was anxious to avoid monies being spent on temporary pothole repairs, instead favouring permanent repairs as the first choice. The programme generally comprise small patching and larger surfacing works where numerous, localised, small-repairs or plugging might have been funded in the order of 10,000 potholes, but permanent repairs were made wherever possible. Where a number of defects existed in a road it has occasionally resulted in larger-scale patching or resurfacing of sections of road, something that the revenue budget alone does not always allow for.

The Borough's highways are not generally defined by Wards but do have a Parish element in their designation (although of course roads do still cross Parish boundaries).

A list of spends in each parish is as follows:

Parish	Value (£)
Arborfield	9,951
Barkham	13,556
Charvil	6,312
Earley (including a section of the A3290)	136,638
Finchampstead	196,420
Hurst	2,375
Remenham	4,5947
Ruscombe	2,523
Shinfield	46,058
Sonning	1,716
Swallowfield	60,932
Twyford	3,545
Wargrave	18,531
Winnersh	16,328
Wokingham	111,650
Wokingham Without	76,819
Woodley	20,362
<b>Grand Total</b>	<b>728,313</b>

A web page has been created and is currently being updated. This includes example photographs of some of the works.

## **7. PETITIONS**

There were no petitions presented.

## **8. REPORT OF THE RETURNING OFFICER - PARLIAMENTARY, BOROUGH AND PARISH ELECTIONS 7 MAY 2015**

The Council considered a report from Andrew Moulton, the Council's Head of Governance and Improvement Services in his role as Returning Officer in respect of the Elections held on 7 May 2015, as set out on Agenda pages 29 to 34.

In proposing the noting of the report, Pauline Jorgensen paid tribute to Andrew Moulton, Alison Wood the Deputy Returning Officer and the Elections Team for the way in which the electoral process had been conducted and providing a really good service during the election period. This was echoed by Prue Bray, the Leader of the Liberal Democrat Group.

**RESOLVED:** That the Returning Officer's report be noted.

## **9. MAYOR'S OR HEAD OF PAID SERVICE'S ANNOUNCEMENTS**

The Mayor informed Members that sadly John Bingham who was one of the Council's Independent Persons had passed away on 7 May 2015.

## **10. STATEMENTS FROM THE LEADER OF COUNCIL/EXECUTIVE MEMBERS**

**Keith Baker, Leader of the Council made the following statement:**

Firstly, Mr Mayor, I would like to add my thanks on what is a very, very momentous occasion for this Council. You are the first Sikh Mayor that we have had and that is really ground breaking. So congratulations.

I would also like to welcome Laura Blumenthal and John Jarvis to the Council Chamber. I am sure that they will be in for an interesting time as they learn the ropes and we go through the year.

Before I talk about my Executive for the coming year I would like to make a few comments on the recent "triple" elections. Due to the parliamentary elections many of us had a direct exposure of more than one local authority. Inevitably this leads to a comparison of each authority on their ability to run elections. I can say based on my experience and I believe of others, is that Wokingham is far ahead of these other authorities in the key areas of resident interaction and ability to run a complex operation. On behalf of all residents and candidates I would like to put on record our extreme thanks to Andrew Moulton, Alison Wood and her team for their sensitivity to residents' issues, general helpfulness and smooth operation. I know that our neighbouring authorities could certainly learn a lot from them as I keep on telling them again and again.

What happened on 7<sup>th</sup> May was exceptional and the resulting success for the Conservative Party was a crystal clear endorsement of our policies both nationally and locally. Let me highlight just one of those local policies. For the second year in a row the Liberal Democrats had as a key election message opposition to the regeneration of the Town Centre, especially around Elms Field. Again, for the second year in a row their views were totally rejected by the electorate. Last year the Liberal Democrats dismissed the result saying that the low turnout meant it was not a true reflection of resident's views

as so many did not vote. Clearly with turnouts being above 70% in all town and Borough wards they cannot use that excuse this time!

In fact the rejection of their views on the town centre regeneration was emphatic by a huge margin. Just looking at the wards within Wokingham Town shows how much that rejection actually was. For the Borough the Conservatives had 48% of the vote compared to the Liberal Democrat vote of 23%. A similar comparison of the Town elections was not as easy as the Liberal Democrats only managed to nominate 3 out of the 25 candidates required. They were all standing in one ward leaving 7 wards without a single Liberal Democrat candidate. So much for their passion to defend Elms Field! However, there were other candidates so using them as the opposition the Conservatives had 52% of the vote whilst the opposition had 36% of the vote.

I hope now that the Liberal Democrats will accept this comprehensive rejection of their regeneration views and work with us going forward. Councillor Bray often lectures us in this Chamber that we do not listen to residents' views. They have a great opportunity in the opposition leader's speech to demonstrate that they do listen. They can do this by acknowledging that residents do want the regeneration, including Elms Field, to go ahead and that they will cease their total opposition and instead work with us to refine and improve the plans.

Now let me turn to my Executive including the Deputies. I can announce that there is no change in the Executive either in the membership or their portfolios. There are a couple of changes in the Deputy positions with Councillor Halsall taking on the Deputy role for Highways and Planning from Councillor Richards. My thanks to Councillor Richards and his predecessor Councillor Singleton for their efforts over the last year. I have also reviewed the role of the Deputy for Communications and have decided that this is no longer needed.

The next year is going to be a difficult but interesting one. We do not know what the financial landscape is going to look like but one certainty is that money will be "short". Remember we are the lowest funded authority in the country. Notwithstanding that we will do our utmost to make the savings required whilst protecting key services. On the economic development front the introduction of a Deputy focussing on this area is beginning to get some traction both in the wider area through the LEP and more locally through assisting business start ups. In the next year we will build on this and keep that momentum going.

I have already spoken at length about the town centre regeneration, but there are other aspects to this portfolio. Community development and the voluntary sector have not had much focus over previous years and so I wanted to change this going forward. The Deputy for regeneration now has a specific role with the voluntary sector. The initial objective over the next year is to provide council with better visibility of the voluntary and community activity across our Borough. This third sector plays a vital part in many of our residents' lives and needs to be recognised, supported and developed.

Education is extremely important to both residents and the Council and we will continue to have a strong focus this coming year. We will build on our strengths and formal partnerships to raise awareness, understand the changing patterns of the needs of children and young people and effectively meet them. We will improve emotional health services in partnership with Health, by leading with the police the Safeguarding Children's Board, the Child Sexual Exploitation Strategy and deliver an integrated and holistic offer

for children with special needs and disability. The school in the south, scheduled to open in September 2016, is progressing well with great involvement from parents, residents and providers alongside the Council. We expect to hold a strategic review of primary places throughout the Borough with a view to building potentially several new primary schools over the next few years.

As most of you know we have the highest car ownership in the country which means we have to build extra capacity through new roads. The next year will see the projects for the six new roads being progressed. This will include extensive consultation, as already carried out on a couple of them, to help us shape the roads both in terms of location but also in terms of design. The two new park and ride facilities should be completed and the "Greenways" project linking cycleways and footpaths will be progressed.

From an environmental perspective the impact of flooding will be a major focus this coming year. This will include a "Flooding Action Plan" plus flood relief for the A327. The other major area will be our country parks with a Country Parks Strategy being completed as well.

Whilst these are all outward facing activities the constant drive to improve internal services will continue. This will cover things like improved access to services and better responsiveness to residents. We will investigate every opportunity to save money through shared services with other local authorities. Transparency and governance for our companies will continue to be improved as we move into a different phase of their evolution.

Finally, I would like to say that these are only the highlights of our plans for the coming year. If you wish to find out more please do not hesitate to contact the relevant Executive Member.

**Prue Bray, the Leader of the Liberal Democrat Group made the following statement:**

Mr Mayor, I would like to congratulate both you and your Deputy on your positions and we look forward to many exciting council meetings under your control.

I think we know that the elections earlier this month were not kind to the Liberal Democrats and locally, Dee Tomlin and Kay Gilder, two long serving and diligent councillors lost their seats. I would like to pay tribute to them for all their hard work on behalf of residents for over 20 years. They did not deserve to lose. The Conservatives gained two seats. I was going to say that this does not mean residents endorse everything they do, but clearly the Leader of the Council believes that is exactly what it proves. How people voted in these local elections had more to do with national politics and fear of a Labour/SNP Government than it did with local issues. You may pretend all you like, the wider world knows. Dee and Kay lost their seats not because of anything that they had done, but because of the General Election.

Now it is clear that the local election results are going to encourage Conservatives on this Council that they can do whatever they like. The Leader of the Council's speech seems to indicate this is exactly what they do think. We know there is considerable opposition to the Council's plan for the Town Centre, but contrary to what the Leader of the Council said we have never opposed regeneration per se and neither do the majority of residents. We recognise that something has to happen to the town centre and we have said that over and over again so please do not misrepresent our position. We do not agree with building



on Elms Field and neither do a large section of the population. No doubt you are going to continue with it, that is your prerogative but the manner in which you do it could be a little bit more gracious than you have shown so far this evening. The Leader of the Council did however skip over the relatively good performance by the Liberal Democrats on Wokingham Town Council and neglected to mention that the Conservatives actually lost three Wokingham Town Council seats, two to independents and one to a Liberal Democrat. We will continue to fight hard to protect Elms Field and the other things that we believe are wrong with your plans we will continue to oppose in the coming year.

We also know that a lot people are unhappy with the state of the roads. The traffic, the parking and highways generally, that they have significant and justified concerns about the high levels of congestion on the roads of our Borough and about the routes of the proposed new roads. These concerns are reflected in our case work and in the calls and emails that we get from residents. You can therefore expect us to fight hard for something better on highways issues this year.

I have referred to the fact that it would be a mistake to think that gaining two seats from the Liberal Democrats was a ringing endorsement for the way the Conservatives are running this Council. But it would also be a mistake to think that the results of the elections mean that the Liberal Democrats are finished as a political party either locally or nationally. Party membership locally and nationally has risen about a third since polling day. These are new people, not former members who have re-joined. Why have they come forward now? Because they have recognised the need to stand up for liberal values, now more than ever, because like the councillors in this Liberal Democrat Group they believe in liberalism, in tolerance, humanity and community. They believe that civil liberties matter, that society should look after its disadvantaged and that as it says in preamble to our Party's Constitution that no one should be enslaved by poverty, ignorance or conformity. We may be fewer in number this year, but we know what we stand for and we are fully prepared to carry on fighting for what we believe in and I look forward to what promised to be an interesting year.

## **11. MEMBER QUESTION TIME**

In accordance with the agreed procedure the Mayor invited Members to submit questions to the appropriate Members

### **11.1 Gary Cowan had asked the Leader of Council the following question: Question**

I was advised by a resident on 24th February this year that a very substantial tree with a tree preservation order on it located on Sheerlands Road along with a significant established ancient hedgerow and conifer hedge which was approximately 10 foot high and 60 foot long were removed and the following day a substantial 6 foot high fence was erected in their place. The new fence resulted in the removal of two gates which had been there for more than 30 years and were established rights of way.

The following day I notified Wokingham Borough Council of this but my concern is that the problem impacts on several departments within the council from Highways to rights of way to planning, enforcement, land ownership, Trees and landscape and no doubt legal. In addition the size of the substantial tree meant it may also have required a felling licence which I understand can only be issued by the Forestry Commission.

Due to the many departments involved can I ask you as Leader of the Council would you please take responsibility for ensuring that all the relevant departments investigate this

matter and report directly to you as it seems to fall into several Executive members portfolios which could only complicate investigation

### **Answer**

Thank you for your question Councillor Cowan. As you correctly state this issue entails the work of a number of our teams. I can confirm that I am working closely with everyone involved and I will make sure you are kept up to date as things progress.

Before I get to the specific incident here I would like to make a few general comments about ignoring a Tree Preservation Order or a TPO and cutting down that tree can only be considered as an act of outright vandalism. There is a reason why a TPO is on a tree as it will be an exceptional specimen of that type of tree and needs to be preserved for all to see; the amenity value of it. Almost without exception the tree will be a mature sample which means it will be a big tree.

Too often people who do this simply laugh at the law as the fine will be derisory and all they need to do is to plant a sapling as a replacement which will be tiny in comparison to the original tree. As Leader I am already urging all the relevant sections involved to prosecute any future perpetrators to the maximum allowable by law.

Even then it will be totally unsatisfactory as it will take generations for any replacement planting to reach the same quality of the cut down tree. However, that is a deficiency in the law rather than the Council. Now let me turn to this specific incident.

The tree was covered by a Tree Preservation Order (TPO) and a Tree Replacement Notice is being prepared which will be served on the private landowner to secure an appropriate replacement. Unfortunately, the hedge that has been removed was not protected.

The fence that has been erected on the land is within the public highway. We have written to the person who erected the fence requesting its removal from highway land.

The gate allowed access to an open area beyond the property. The removal of the gate does not need permission from the Council. If the replacement of the gate with a fence restricts residents' access generally, this is a private matter between these individuals as unfortunately there is no public right of way over this land.

A number of different sections of the Council have worked together to establish the above position and co-ordination of the issues rests within the Head of Development Management and Regulatory Services. Any action taken will include the Council's own legal team. This will ensure that there is a coordinated approach to address all of the issues and you as local Member and the relevant Executive Members will be kept informed of progress.

### **Supplementary Question**

You say that cutting down a Tree Preservation Order, (TPO) tree is an act of vandalism and I would agree with that. In my opinion, this case is an example of environmental vandalism on an epic scale, the like of which I have not seen or heard of in the 50 odd years that I have lived in Berkshire. It was a much loved tree that was 40ft high with a superb canopy, with a TPO and set against a backdrop of an established 14ft rural hedge that stretched for several hundred yards.

My reason for specifically asking you the question was to ensure that the involved departments all came together, but this has not really happened because on 5 May I got an email from an Officer which suggested that we might wish to secure replacement planting and that this would give us a more certain result with less expense to the public purse than a prosecution. In your last paragraph you say that I will be kept informed of progress, yet I reported this matter on 24 February and I have had some contact with one particular Officer, but nothing from anyone else that you refer to in your answer.

As I said the tree was well over 40ft and has been removed. The question would be:

- What actions are available to us now over and above what you suggest?
- What action is there to deal with removal of the fence? You say that nothing can be done.
- The pile of logs from the felled tree would indicate that an amount of tree to be removed which would require a Forestry Commission permitted licence which I did bring to the attention of the Council. Did the Council go to the Forestry Commission and suggest that this tree required a Forestry Commission license to fell it?
- You do say that the fence will be removed and replaced, but obviously nothing will be there to replace the two access gates which actually went from highway land to highway land. They do not involve private land.
- What action will be taken against the company that cut down the TPO tree? They do have an involvement in this.
- What message does this send out to residents and more importantly, when we are building 13,300 houses and it appears we do nothing when a TPO tree is cut down? I believe acting this way, when the public purse is more important than environmental vandalism, has set a precedent that shames us all.

### **Supplementary Answer**

Thank you for the multiple supplementary questions. Clearly there are too many to answer here, so I will make the commitment that by the end of next week you will get a full written answer.

## **12. POLITICAL BALANCE OF THE COUNCIL AND ALLOCATION AND APPOINTMENT TO SEATS ON COUNCIL COMMITTEES/PANELS/BOARDS**

The Council considered a revised report, which was tabled at the meeting, on the political balance of the Council the appointment to the Council's Committees/Panels/Board in accordance with the wishes of the Political Groups.

The report set out a number of recommendations which the Council was asked to consider.

It was proposed by Keith Baker and seconded by Pauline Jorgensen that the recommendations be approved.

### **RESOLVED:**

That Council:

- 1) having reviewed the representation of the political groups on the Council, confirms that it has 47 Conservative Group Members, 5 Liberal Democrat Group Members, 1 Independent Member and 1 Labour Member (as set out in Para 1.1);
- 2) approves the appointment and composition of Committees and Boards as set out in Para 2.1;

- 3) approved the allocation of seats on Committees and Boards on the basis that, of the 94 seats (as set out in Para 3.5), 83 be allocated to the Conservative Group and 11 be allocated to the Liberal Democrat Group;
- 4) approves the proposals submitted by the respective Group Leaders and that those Members be appointed to the Committees and Boards as set out in Appendix 1;
- 5) agree that the principles of proportionality be applied when Members are appointed to Sub Committees, Panels or Working Groups;
- 6) note the appointment of the Independent Person to assist the work of the Standards Committee as set out in Appendix 1;
- 7) note the elected Member representatives on the Health and Wellbeing Board, as set out in Appendix 1, as nominated by the Leader of Council in accordance with Section 194 of the Health and Social Care Act 2012.

### **13. APPOINTMENT OF CHAIRMEN AND VICE-CHAIRMEN OF COUNCIL COMMITTEES AND BOARDS 2015/2016**

The Council considered the appointment of Chairman and Vice-Chairman of Council Committees/Panels/Boards in accordance with the wishes of the Political Groups, as set out in Appendix 2, circulated at the meeting.

It was proposed by Keith Baker and seconded by Pauline Jorgensen that the appointments be approved.

**RESOLVED:** That the appointment of Chairman and Vice-Chairman of Council Committees/Panels/Boards be agreed, as set out in Appendix 2 to these minutes.

### **14. APPOINTMENT TO PANELS/WORKING GROUPS/JOINT COMMITTEES AND VARIOUS BODIES 2015/16**

Members were asked to refer to a list of each political groups' nominations to various Panels, Working Groups, Joint Committees and Various Bodies as circulated at the meeting as Appendix 3.

It was proposed by Keith Baker and seconded by Pauline Jorgensen that the list of nominations set out in Appendix 3 be approved.

**RESOLVED:** That Members be appointed to the Council's Panels/Working Groups/Joint Committee and Various Bodies as set out in Appendix 3 to these Minutes.

### **15. APPOINTMENT TO OUTSIDE BODIES 2015/16**

Members were asked to refer to a list of each political groups' nomination to various Outside Bodies as circulated at the meeting at Appendix 4.

It was proposed by Keith Baker and seconded by Pauline Jorgensen that the list of nominations set out in Appendix 4 be approved.

**RESOLVED:** That Members be appointed to the Outside Bodies as set out in Appendix 4 to these Minutes.

## **16. CHANGES TO THE CONSTITUTION**

The Council considered a report on proposed changes to the Council Constitution including changes to the Council Rules of Procedure, Committees of the Council, a revised Code of Conduct for Councillors and changes to a number of documents relating to Officers; including the Officers' Code of Conduct.

It was proposed by Paul Swaddle and seconded by Prue Bray that the proposed changes be approved.

**RESOLVED:** That the following changes to the Council's Constitution be approved:

### 1) Chapter 4.2 – Council Rules of Procedure

- (a) The addition of a new paragraph to Rule 4.2.15.5 Recorded Votes as follows:

*“A recorded vote will be required on any business relating to approving the budget, setting the council tax or issuing precepts. This also includes any amendments proposed to any of these items of business.”*

- (b) The addition of a new Rule 4.2.24 Statements from the Council Owned Companies as set out in the report;

### 2) Chapter 4.4 – Committees of the Council – Health and Wellbeing Board

- (a) Delete “b) Adults Strategic Partnership” from Rule 4.4.44;

- (b) The following additional paragraph be added:

#### ***“4.4.45 Health and Wellbeing Board Sub-Committees***

*The Health and Wellbeing Board has the ability to set up sub committees to undertake any of its functions. The Health and Wellbeing Board will agree the terms of reference and membership of any such sub-committee and any such terms of reference will subsequently be included in the Council's Constitution.”*

### 3) Chapter 5.5 – Protocol for Decision Making by Individual Executive Members

The addition of the following to Rule 5.5.1:

- “o) Designation of a neighbourhood area following consultation with the local Ward Member(s) and appropriate Town or Parish Council.”*

### 4) Chapter 9.2 – Code of Conduct for Councillors

Revised version of Chapter 9.2 as attached at Appendix 1 to the report;

### 5) Section 11 – Officers

Revised versions of the following documents as attached at Appendix 2 to the report:

Chapter 11.4 – Officers' Code of Conduct

Chapter 11.5 – Officer Employment Procedure Rules

Chapter 11.6 – Delegated Powers Relating to Staffing Matters

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**CHAPTER 5.2 – THE EXECUTIVE - COMPOSITION AND AREAS OF RESPONSIBILITY****5.2.1 Current Membership**

The Executive will consist of the Leader of the Council together with those Councillors as stated below:

Currently, neither the Leader nor members of the Executive have any onward limits on delegations.

The Executive for the 2015/16 Municipal Year consists of the following Members:

<b>Councillor</b>	<b>Portfolio</b>
Keith Baker	Leader of the Council
Charlotte Haitham Taylor	Executive Member for Children's Services
Anthony Pollock	Executive Member for Economic Development and Finance
Angus Ross	Executive Member for Environment
Julian McGhee Sumner	Deputy Leader Executive Member for Health and Wellbeing
John Kaiser	Executive Member for Planning and Highways
Philip Mirfin	Executive Member for Regeneration and Communities
Pauline Jorgensen	Executive Member for Resident Services

Further details of each Executive Member's area of responsibility can be found within this chapter.

**5.2.2 Executive Delegation Arrangement**

The Scheme of Delegation as set out below is designed to enable efficient and effective decision making.

**5.2.2.1**

Determination of whether or not any matter lies within the delegated powers of the Executive shall rest solely with the Chief Executive or in his/her absence the appropriate Director:

- a) delegated powers shall be exercisable only in accordance with approved policies of the Council, except that when a Committee (i.e. Licensing and Appeals or Planning) is acting in a quasi-judicial capacity, regard shall be taken of the approved policies of the Council but each matter must be determined on its merits;
- b) in exercising delegated powers, except as provided in Financial Regulations, the Executive shall not incur expenditure other than for which provision has been made in the approved budget for the relevant financial year;
- c) delegated powers include the power to institute legal action and/or proceedings as necessary to effect the discharge or regulation of the function.

### **5.2.3 Matters Reserved Solely To The Council**

The following matters are reserved solely to the Council and any decisions by the Executive or the Overview and Scrutiny Committees regarding any of the matters set out below shall be submitted as recommendations or stand referred to the Council for decision:

- a) adopting the Constitution and subsequent changes to it;
- b) adopting the local authority's Code of Conduct;
- c) agreeing the local authority's policy framework and budget;
- d) taking decisions in respect of functions which are not the responsibility of the Executive;
- e) taking decisions in respect of functions which are not the responsibility of the Executive and which have not been delegated by the Council to committees, sub-committees or Officers;
- f) making appointments to committees, negotiating forums with staff and trades unions and the Standards Committee;
- g) making appointments to the Executive where executive arrangements in the Constitution so provide;
- h) confirming the appointment of the Head of Paid Service.

### **5.2.4 Scheme of Delegation to The Executive**

Subject to the general reservation of powers to the Council, the Terms of Reference of the Executive shall be as follows and it shall have delegated authority to exercise and perform the Powers and Duties of the Council in relation to the following functions.

#### **5.2.4.1 Financial Responsibilities:**

- a) to recommend to the Council the overall budget and the level of Council Tax;
- b) to identify issues, which represent a major change in financial policy for reference to the Council;
- c) to recommend to the Council the allocation of resources to service areas;
- d) to approve the level of discretionary fees and charges to be levied in any financial year;
- e) to recommend approval of the Capital Programme and Capital Strategy to the Council.



#### **5.2.4.2 Policy Formulation and Development**

- a) to exercise overall responsibility for the corporate working of the Council and its performance;
- b) to consider any amendments to the Council's vision, values and corporate or service objectives;
- c) to consider matters relating to the Council's image, profile and reputation;
- d) to commission and consider reports on consultation with residents and partner agencies;
- e) to be responsible for the community planning process and the action resulting from it;
- e) to be responsible for business planning throughout the Council ensuring that service and financial planning are integrated;
- f) to approve service plans;
- g) to consider and make recommendations to the Council on all statutory plans and others which must, according to the Constitution, be approved by the Council;
- h) to approve Service Improvement Plans and implement and monitor actions;
- i) to be responsible for performance management, monitoring and evaluation;
- j) to determine and agree proposals for the market testing and/or outsourcing of services.

#### **5.2.4.3 Procedural Matters**

To recommend to the Constitution Review Working Party on the making, revocation or modification of Rules of Procedure, Terms of Reference, Financial Regulations and Procurement and Contract Regulations and Delegated Powers.

#### **5.2.5 General Responsibilities of Executive Members**

##### **5.2.5.1**

As directed by the Executive, to be the Lead Member for the development and implementation of key projects and plans within their remit.

##### **5.2.5.2**

To ensure that appropriate reports are brought to the Executive to:

- a) monitor and evaluate progress on key projects;
- b) monitor and evaluate performance of services within their remit;
- c) consider service improvement plans.

**5.2.5.3**

To attend meetings of the Overview and Scrutiny Management Committee and its committees as reasonably required.

**5.2.5.4**

To foster good working relations with the Chief Executive and Directors where issues cover more than one service area to foster collaborative working.

**5.2.5.5**

To engender good working relations with external partners, involving those partners in decision making wherever appropriate.

**5.2.5.6**

To seek to implement the corporate policies of the Council, integrating the Council's overall objectives into the work falling within their remit.

**5.2.5.7**

To oversee the production of service plans, ensuring that service and financial planning are integrated.

**5.2.5.8**

To oversee and agree consultation arrangements with residents, service users and other stakeholders on major projects falling within their remit.

**5.2.5.9**

To seek to ensure that the highest standards of probity are achieved in the work covered by their remit.

**5.2.5.10**

To seek to ensure that policies and strategies meet the needs of all residents/service users and that minority groups are not excluded from participating in Council activities or accessing Council services.

**5.2.5.11**

To be the point of contact for all press enquiries relating to areas covered by their portfolio.

**5.2.5.12**

To be responsible for mentoring, supporting and developing their Deputy Executive Member.

**5.2.5.13**

To establish, monitor and report monthly on high level performance indicators.

**Specific Responsibilities of Executive Members**

**5.2.6 Leader of The Council**

To appoint up to nine members of the Executive (appointments to be on an annual basis).

**5.2.6.1**

To make changes to the composition of the Executive within the municipal year as necessary.

**5.2.6.2**

To present to the Executive the Forward Programme of Executive business covering no less than four months.

**5.2.6.3**

To ensure that the Forward Programme is updated monthly in accordance with statutory requirements.

**5.2.6.4**

To be responsible for policy co-ordination and strategy and to oversee the production of the Council's Corporate Plan.

**5.2.6.5**

To oversee the Council's external funding strategy in order to maximise income from government, EU and other sources.

**5.2.6.6**

To work with other Executive Members in the co-ordination of the Council's Service Plans and advise the Executive on meeting the Council's financial targets.

**5.2.6.7**

To be responsible for overseeing the production of the service plans of the Communications Service.

**5.2.6.8**

To promote and oversee the Council's Communications and Marketing Strategy.

**5.2.6.9**

To seek to raise the profile of the Council in both a county, regional and national framework.

**5.2.6.10**

To lead on Member training and mentoring.

**5.2.6.11**

To work with the Chief Executive on the Council's organisational programme.

**5.2.6.12**

To ensure that there is an appropriate level of consultation, communication and participation by residents, community groups, businesses and public sector.

**5.2.6.13**

To oversee the operation of all Council owned companies and their subsidiaries by working with the Holding Company.

## **5.2.7 Deputy Leader**

### **5.2.7.1**

To deputise for the Leader of the Council and undertake all the Leader's statutory functions in his/her absence and to deal with specific tasks allocated by the Leader.

## **5.2.8 Executive Member for Children's Services**

### **5.2.8.1**

Liaison with school governors, headteachers and other relevant stakeholders including teachers, parents and diocesan representatives.

### **5.2.8.2**

Overseeing the work of the Education Service and ensuring that it meets the needs of schools, colleges, academies and other stakeholders and is provided efficiently and effectively.

### **5.2.8.3**

Reviewing the Council's Children's Services policies and strategies and advising the Executive, and where appropriate making recommendations to Council.

### **5.2.8.4**

Responsible for Children's Social Services and Safeguarding.

### **5.2.8.5**

Responsible for overseeing transitional arrangements when children become adults.

### **5.2.8.6**

To undertake the lead role in ensuring that Members and Officers fulfil their responsibility as Corporate Parents for children and young people in the care of the Council.

### **5.2.8.7**

To champion and promote the wellbeing and educational attainment of children who are Looked After by the Council.

### **5.2.8.8**

Ensuring that the work of the Council contributes to the raising of standards in schools; through developing partnerships with schools, colleges and universities.

### **5.2.8.9**

Securing or providing the fullest range of support services to schools, colleges and academies as required by them and as determined by the Council.

### **5.2.8.10**

To ensure that all school and governor representatives play as full a part as possible in the work of the Council in promoting educational improvement and are given opportunities to participate (in accordance with statutory needs and best practice), and to ensure that schools are fully consulted on changes in policy and practice.

**5.2.8.11**

Ensuring the continued work of the Council as a provider of Early Years and Childcare services and as a major provider in the Early Years and Childcare Partnership.

**5.2.8.12**

Representing the interests of the Children's Services with government departments, and regional and national bodies.

**5.2.8.13**

To oversee the development, location and performance of children's centres.

**5.2.8.14**

To be responsible for welfare and support services for children and young people, youth and community services.

**5.2.8.15**

Overseeing the Council's youth service and activities and as required, to represent the interests of the youth service on community partnerships and outside bodies.

**5.2.8.16**

To be responsible for the planning and provision of school places and recommend changes in school organisation to the Council.

**5.2.8.17**

Establish New and Re-sited Schools as appropriate.

**5.2.8.18**

Oversee the School Admission Process.

**5.2.8.19**

Oversee school improvement plans (academic results).

**5.2.8.20**

Oversee school development and refurbishment plans.

**5.2.8.21**

To be responsible for working with academies and free schools in the Borough.

**5.2.8.22**

Overseeing the production of all statutory and service plans within the remit of the service.

**5.2.8.23**

Responsible for overseeing major projects, and for preparing for inspections and reviews.

**5.2.8.24**

Reporting on evaluation and review of services as necessary.

**5.2.8.25**

Oversee and report to the Executive on drugs action work.

## **5.2.9 Executive Member for Economic Development and Finance**

### **5.2.9.1**

To be responsible for overseeing the preparation of the Council's 3 year rolling budget and its presentation to Council.

### **5.2.9.2**

To act as the Member coordinator for:

- a) monitoring of the Council's budget in line with policy decisions;
- b) ensuring appropriate financial information is brought to the Executive for decision.

### **5.2.9.3**

To oversee the production of the Council's budget timetable.

### **5.2.9.4**

To oversee the workings of the Council's finance functions, advising Business Assurance as appropriate and making appropriate recommendations to the Executive on improvements.

### **5.2.9.5**

To oversee the production of the Council's annual review of fees and charges and the development of policy in this respect.

### **5.2.9.6**

To oversee the preparations for setting the Council Tax.

### **5.2.9.7**

To be responsible for the production and presentation to the Executive of the Council's Capital Strategy and three/five year Capital Programme and for monitoring and evaluating performance against targets set by the Executive.

### **5.2.9.8**

To monitor the financial impact of the organisational development of the Council including any structural changes or initiatives.

### **5.2.9.9**

Responsible for the financial monitoring of WBC-owned companies.

### **5.2.9.10**

To be responsible for overseeing and monitoring the Treasury Management Strategy and alerting the Executive to issues of concern.

### **5.2.9.11**

Responsible for monitoring the Council's Revenues and Benefits function.

## **5.2.10 Executive Member for Environment**

### **5.2.10.1**

To oversee the work of the Environment Service and all of the Council's environmental functions within that service.

### **5.2.10.2**

To identify and address flooding problems within the Borough.

### **5.2.10.3**

To oversee the production of a flooding strategy and the link this has to the Core Strategy.

### **5.2.10.4**

Responsible for overseeing waste collection and recycling services.

### **5.2.10.5**

To oversee the development of a Carbon Reduction Plan.

### **5.2.10.6**

To represent the Council on the Re3 Waste Management Board.

### **5.2.10.7**

To be the Executive Member responsible for overseeing appropriate playground provision.

### **5.2.10.8**

To take the leading role in developing partnerships with other partner agencies and to make representations to central government, regional government etc as appropriate.

### **5.2.10.9**

To oversee the Sports Development Strategy.

### **5.2.10.10**

Responsible for overseeing the Public Rights of Way function.

## **5.2.11 Executive Member for Health and Wellbeing**

### **5.2.11.1**

To oversee the work of Community Services and all of the Council's Adult Social Services functions and ensure they are carried out efficiently and effectively.

### **5.2.11.2**

To be the Executive Member responsible for:

- a) overseeing the production of all statutory and service plans within the remit of the service;
- b) joint working with health organisations and the voluntary sector;
- c) taking forward the Council's Better Government for Older People's Strategy;

- d) preparation for and implementation of agreed action plans from inspections including joint reviews, CQC, and Housing Inspectorate reviews;
- e) developing a range of partnerships and initiatives in liaison with community groups, e.g. the Carers' Strategy.

#### **5.2.11.3**

Responsible for the development of new or revised Adult Social Services or Housing policies with due regard to corporate objectives, including equal opportunities and social inclusion.

#### **5.2.11.4**

Responsible for monitoring liaison with tenants through discussion with the Council's representatives on the Tenant and Landlord Improvement Panel.

#### **5.2.11.5**

Advise the Council on forthcoming developments in the Health Legislation including Public Health responsibilities.

#### **5.2.11.6**

To oversee the production and development of the Council's future strategy for Social Care, specifically concerning Putting People First.

#### **5.2.11.7**

Responsible for overseeing Optalis, the Council's Social Care Company from a service perspective.

#### **5.2.12.8**

To represent the Council as determined by the Executive on outside bodies and in discussions/negotiations with regional, national and government bodies.

#### **5.2.11.9**

To lead on the Commissioning Strategy.

### **5.2.12 Executive Member for Planning and Highways**

#### **5.2.12.1**

Overseeing the production of all statutory and service plans within the remit of Planning, Highways Services, Enforcement, Land Use, Transport Policy Services and Affordable Housing.

#### **5.2.12.2**

To recommend to the Executive new or amended policies in respect of the services listed in 5.2.12.1.

#### **5.2.12.3**

Responsible for Strategic Highways Planning issues overseeing the production of the Council's Highways Infrastructure Strategy.



**5.2.12.4**

Responsible for Strategic Planning for the development areas of the Borough.

**5.2.12.5**

To oversee the production of all documents included within the Local Development Framework: Spatial Framework Planning, Managing Development Delivery Development Plan Document, Borough Design Guide and S106 Infrastructure Strategy.

**5.2.12.6**

Responsible for overseeing the Council's strategic approach to gypsies and travellers.

**5.2.12.7**

To advise the Executive in relation to operational highways and transport policies and programmes.

**5.2.12.8**

To oversee the production and implementation of the Council's Local Transport Plan.

**5.2.12.9**

Responsible for monitoring highway maintenance plans, including street scene and signage and winter road maintenance plan.

**5.2.12.10**

To oversee the production of a Community, School and Subsidised Transport Strategy.

**5.2.12.11**

To oversee the co-ordination of the Council's transport requirements and plans (including school, social services and community transport) and procure the best possible services for residents and service users.

**5.2.12.12**

To oversee the production of the service plans for the Corporate Transport service units.

**5.2.12.13**

Responsible for overseeing the Highway Safety Schemes.

**5.2.12.14**

Responsible for overseeing Planning and Development consultations.

**5.2.12.15**

Responsible for overseeing the Affordable Housing Strategy and advising the Executive on future policy in respect of the housing stock and functions.

**5.2.12.16**

Responsible for implementing the Council's statutory housing functions and bringing forward potential innovation in the delivery of housing services.

**5.2.12.17**

Responsible for the overall management of the housing stock (including proposals for disposal of stock) and to exercise the powers and duties of the Council in relation to housing fitness, standards and grant aid where these powers are not delegated to the relevant Director.

**5.2.12.18**

Responsible for overseeing S106 contributions.

**5.2.12.19**

To represent the Council as determined by the Executive on outside bodies and in discussions/negotiations with regional, national and government bodies.

**5.2.13 Executive Member for Regeneration and Communities**

**5.2.13.1**

To oversee the projects relating to the regeneration of the Borough's Town Centres.

**5.2.13.2**

To be responsible for overseeing the Council's Asset Strategy with regard to all Council owned property.

**5.2.13.3**

To take a lead role in acquisition and/or disposal of assets in line with Council policies.

**5.2.13.4**

To advise other Executive Members of Council policy and targets in respect of asset management.

**5.2.13.5**

Responsible for Town Centre Regeneration Public Realm.

**5.2.13.6**

To ensure the development of a wide range of partnerships.

**5.2.13.7**

To oversee the production and Implementation of the Borough's Community Strategy, including engagement with the community and voluntary sector.

**5.2.13.8**

To represent the Council as determined by the Executive on outside bodies and in discussions/negotiations with regional, national and government bodies.

**5.2.14 Executive Member for Resident Services**

**5.2.14.1**

Responsible for overseeing the Council's IT function.

**5.2.14.2**

To be responsible for developing the Council's E-government strategy and for meeting government targets for electronic delivery of services.

**5.2.14.3**

To be responsible for advising the Executive on the development and performance of Customer Services.

**5.2.14.4**

To oversee the production of the service plans for Shared Legal Services and Governance and Improvement Services (including Electoral and Democratic Services).

**15.2.14.5**

To ensure that services to Members are kept under review and that Members are provided with all the services they reasonably need.

**5.2.14.6**

To oversee all aspects of the Council's human resources function, making recommendations for the improvement of the service.

**5.2.14.7**

To be responsible for the monitoring of traded and shared services and for the exploration of opportunities for joint working with a view to achieving economies of scale and/or greater efficiency.

**5.2.14.8**

To take forward the Council's Equal Opportunities Policy and practices and lead on the development of best practice throughout the Council.

**5.2.14.9**

To have overall responsibility for the efficient and effective management of the Council's Public Protection Service.

**5.2.14.10**

Responsible for overseeing the development of the Council's Culture and Library Services.

**5.2.14.11**

To oversee strategies for developing arts, leisure and cultural activities in the Borough.

**5.2.14.12**

To oversee the Council's role in lifelong learning and playing a full part in the work of the Lifelong Learning Partnership.

**5.2.14.13**

To be responsible for overseeing the Health and Safety, Environmental Health, Building Control, Licensing and Trading Standards functions.

**5.2.14.14**

To discharge the Council's functions in respect of community resilience and be responsible for advising the Executive in relation to such issues.

**5.2.14.15**

Responsible for monitoring the Council's Procurement function.

**5.2.14.16**

To take responsibility for overseeing the development of the Council's contract procurement strategy with particular regard to the following:

- a) ensuring corporate and consistent standards for monitoring and evaluation of contracts throughout the Council;
- b) examining with appropriate Officers ways in which contracts of all types can be better managed on a timely renewal basis to achieve greater value for money;
- c) to examine potential new ways of procuring services including;
  - i) outsourcing;
  - ii) market testing;
  - iii) public/private partnerships or the Private Finance Initiative;
  - iv) joint working with other public bodies.

**5.2.14.17**

To represent the Council as determined by the Executive on outside bodies and in discussions/negotiations with regional and national bodies.

## CHAPTER 5.3 – DEPUTY EXECUTIVE MEMBERS

### 5.3.1 Purpose

To support and assist the Executive in its role as identified in Chapter 5.2 and to inform the Executive's decision-making process.

#### 5.3.1.1

The following Members will take on the roles of Deputy Executive Members for the 2015/16 Municipal Year:

Councillor	Role
Ian Pittock	Deputy Executive Member for Children's Services
Stuart Munro	Deputy Executive Member for Economic Development and Finance
Philip Houldsworth	Deputy Executive Member for Environment
Bob Wyatt	Deputy Executive Member for Health and Wellbeing
John Halsall	Deputy Executive Member for Planning and Highways
Mark Ashwell	Deputy Executive Member for Regeneration and Communities
Alistair Auty	Deputy Executive Member for Resident Services

#### 5.3.1.2

Each Executive Member will have a nominated Deputy Executive Member who will focus on specific tasks and projects as defined below. The post holders will report to the Leader of the Council via their Executive Member.

### 5.3.2 Lines of Accountability

In accordance with the Local Government Act 2000 the Executive may not have formal substitute or deputy members who are not themselves members of the Executive. However Councillors may be nominated from outside the Executive to shadow an Executive Member, attend Executive meetings and speak on behalf of an absent Executive Member. Deputy Executive Members are not however able to take formal decisions i.e. vote on items at the Executive or exercise any delegated authority.

Deputy Executive Members will be held to account by their relevant Executive Member of the Council.

### 5.3.3 General Responsibilities of Deputy Executive Members

#### 5.3.3.1

As directed by the relevant Executive Member, to be the Lead Member for the development and implementation of key projects and plans within their remit.

#### 5.3.3.2

The lines of accountability (see 5.3.2) have to be adhered to at all times.

#### 5.3.3.3

Support and assist their Executive Member as required.

**5.3.3.4**

Work with the relevant Executive Members to achieve their specific objectives.

**5.3.3.5**

Work with Officers as appropriate to produce information and recommendations to the Executive via their relevant Executive Member.

**5.3.3.6**

Represent the Council as determined by the relevant Executive Member on outside bodies and in discussions/negotiations with regional, national and government bodies.

**5.3.3.7**

Co-ordinate workload with the relevant Executive Member.

**Specific Responsibilities of Deputy Executive Members**

**5.3.4 Deputy Executive Member for Children's Services**

**5.3.4.1**

Work closely with Education and Planning Departments to bring forward our school building programme to ensure sufficient school places are available.

**5.3.4.2**

To work closely with all relevant service areas to ensure the most cost effective home to school transport is provided.

**5.3.4.3**

To ensure appropriate school development occurs in the 4 Strategic Development Locations.

**5.3.4.4**

To ensure the council has a valid Education Strategy including both Teacher and Governor professional development.

**5.3.4.5.**

To be responsible for Traded Services to schools.

**5.3.4.6**

To be responsible for the planning and delivery of Schools, Colleges and Academies refurbishment.

**5.3.5 Deputy Executive Member for Economic Development and Finance**

**5.3.5.1**

Oversee the Economic Development Strategy and develop good working relationships with local businesses.

**5.3.5.2**

Lead on the Local Enterprise Partnership.

### **5.3.5.3**

To lead on the City Deal.

## **5.3.6 Deputy Executive Member for Environment**

### **5.3.6.1**

Overseeing the Council's management of country parks, countryside services and activities, and have responsibility for environmental initiatives.

### **5.3.6.2**

To oversee the development of new country parks in accordance with the Core Strategy.

## **5.3.7 Deputy Executive Member for Health and Wellbeing**

### **5.3.7.1**

To consider and establish our learning disabled housing as well as older people's housing needs.

### **5.3.7.2**

Be able to determine the needs and wishes of the Borough's elderly population and vulnerable children in relation to housing.

### **5.3.7.3**

Renew older people and other vulnerable groups' forums.

### **5.3.7.4**

Review the current housing options in the Borough for both older people and vulnerable children.

### **5.3.7.5**

Determine the numbers of sheltered, pensioner bungalows, care homes and extra care units required.

### **5.3.7.6**

Determine the locations required.

### **5.3.7.7**

Bring forward clear recommendations to meet our needs.

### **5.3.7.8**

Be able to meet with officers and Members to understand the potential sites available;

### **5.3.7.9**

Be able to consider innovative ideas to achieve our needs;

### **5.3.7.10**

Liaise with and advise the Affordable Housing Working Group as to requirements.

**5.3.7.11**

Keep officers, such as Planning Officers, advised of our needs.

**5.3.7.12**

Understand the importance of voluntary groups such as Age Concern UK and the Link Visiting Scheme.

**5.3.7.13**

Understand the sustainability issues and the services such people require to ensure proper locations are identified.

**5.3.8 Deputy Executive Member for Planning and Highways**

**5.3.8.1**

Responsible for overseeing the Car Park Strategy and performance.

**5.3.8.2**

To oversee the delivery of the new primary roads infrastructure with focus on the 6 new roads currently planned.

**5.3.8.3**

To explore, in line with the Vision, different private and public transport options to reduce congestion.

**5.3.8.4**

Appreciate the opportunities arising to improve traffic flow.

**5.3.9 Deputy Executive Member for Regeneration and Communities**

**5.3.9.1**

To seek to ensure the most efficient and effective use of assets.

**5.3.9.2**

To review council assets.

**5.3.9.3**

To establish the future of identified assets.

**5.3.9.4**

To identify any assets that might be developed by WHL.

**5.3.9.5**

To act as a major information source to all key stakeholders for Wokingham Town Centre Regeneration project.

**5.3.10 Deputy Executive Member for Resident Services**

**5.3.10.1**

To oversee the implementation of a new CRM System to improve residents' experience.



**5.3.10.2**

Chair the program board and all working groups associated with this.

**5.3.10.3**

Ensure any project allocated to Deputy is delivered on time, on budget, suitable quality, delivers the needed requirements including accessibility to all.

**5.3.10.4**

Ensure maximum flexibility is built in for other service areas to participate.

### 5.3.11 EXECUTIVE MEMBER AND DEPUTY EXECUTIVE MEMBER PORTFOLIOS

**2015/16**

<b>Leader of the Council</b>
<ul style="list-style-type: none"> <li>• Communications, PR and Consultations</li> <li>• Corporate Plan</li> <li>• Policy co-ordination and strategy</li> <li>• Health &amp; Wellbeing Board</li> <li>• Preparation of the Executive Forward Programme</li> <li>• Organisational Change</li> <li>• WBC-owned companies</li> <li>• Member Training</li> <li>• Equalities</li> <li>• To mentor, support and develop Executive &amp; Deputy Executive Members</li> </ul>

<b>Deputy Leader of the Council</b>
<ul style="list-style-type: none"> <li>• To deputise for the Leader of the Council and undertake all the Leader's statutory functions in his absence and to deal with specific tasks allocated by the Leader</li> </ul>

<b>Executive Member for Children's Services</b>
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| <ul style="list-style-type: none"> <li>• To act as the press spokesman on all matters relating to this portfolio</li> <li>• Statutory Responsibility for Children's Services</li> <li>• School Improvement Plans (Academic Results)</li> <li>• Schools Development including Academies and Colleges and Refurbishment Plans</li> <li>• Oversee School Admission Process</li> <li>• Youth Services and Youth Centre's</li> <li>• 16-19 Agenda including Training Opportunities</li> <li>• Nursery Sector (2-4 years) and Children's Centre's</li> <li>• Children's Social Services and Safeguarding</li> <li>• Looked after Children including transitional arrangements and housing needs</li> <li>• To establish, monitor and report monthly on high level performance indicators</li> <li>• To undertake the lead role in ensuring that Members and Officers fulfil their responsibility as Corporate Parents for Looked After Children</li> <li>• To mentor, support and develop Deputy Executive Member</li> </ul> |
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<b>Deputy Executive Member for Children's Services</b>
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| <ul style="list-style-type: none"> <li>• School place planning</li> <li>• Home-school-transport</li> <li>• SDL school development</li> <li>• Education strategy - incl. teacher and governor professional development</li> <li>• Traded services to schools</li> <li>• Schools, colleges and academies refurbishment- planning and delivery</li> </ul> |
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<b>Executive Member for Economic Development &amp; Finance</b>
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| <ul style="list-style-type: none"> <li>• To act as the press spokesman on all matters relating to this portfolio</li> <li>• WBC Budget &amp; Council Tax</li> <li>• Revenues &amp; Benefits</li> <li>• Monitoring of WBC-owned companies from a financial perspective</li> <li>• Monitoring high level performance indicators for all service areas</li> <li>• To mentor, support and develop Deputy Executive Member</li> </ul> |
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<b>Deputy Executive Member for Economic Development &amp; Finance</b>
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| <ul style="list-style-type: none"> <li>• Economic Development Strategy</li> <li>• Local Enterprise Partnership</li> <li>• City Deal</li> </ul> |
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<b>Executive Member for Environment</b>
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| <ul style="list-style-type: none"> <li>• To act as the press spokesman on all matters relating to this portfolio</li> <li>• Flooding Policy</li> <li>• Waste Services and Re3</li> <li>• CO<sub>2</sub> Reduction</li> <li>• Sports Development Strategy</li> <li>• Rights of Way</li> <li>• Air Quality</li> <li>• To establish, monitor and report monthly on high level performance indicators</li> <li>• To mentor, support and develop Deputy Executive Member</li> </ul> |
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<b>Deputy Executive Member for Environment</b>
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| <ul style="list-style-type: none"> <li>• Parks and Open Spaces</li> <li>• Countryside Service</li> </ul> |
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### **Executive Member for Health and Wellbeing**

- To act as the press spokesman on all matters relating to this portfolio
- Public Health
- Adult Social Services and Vulnerable Adults
- Monitoring of Optalis, the Council's Social Care Company from a service perspective
- Tenant Services
- Commissioning Strategy
- To establish, monitor and report monthly on high level performance indicators
- To mentor, support and develop Deputy Executive Member

### **Deputy Executive Member for Health and Wellbeing**

- Older peoples housing
- Vulnerable children's housing

<b>Executive Member for Planning and Highways</b>
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| <ul style="list-style-type: none"> <li>• To act as the press spokesman on all matters relating to this portfolio</li> <li>• Strategic Planning Policy Development and Implementation</li> <li>• Strategic Planning for the Development Areas of the Borough</li> <li>• Infrastructure including Strategic Highways Planning</li> <li>• Highway Maintenance and Operations</li> <li>• Borough Transport Plan</li> <li>• Street Care and Roadside Management</li> <li>• Bus and Rail Services and all Transport Subsidies</li> <li>• School and Community Transport</li> <li>• Highway Safety Schemes</li> <li>• Responsible for overseeing the General Planning Policy Development and Implementation functions</li> <li>• Responsible for overseeing General Planning and General Development consultations.</li> <li>• Overseeing the production of all statutory and service plans within the remit of the General Planning, Enforcement and Affordable Housing</li> <li>• Responsible for overseeing the Affordable Housing strategy and advising the Executive on future policy in respect of the housing stock and functions.</li> <li>• Responsible for overseeing S106 contributions</li> <li>• To establish, monitor and report monthly on high level performance indicators</li> <li>• To mentor, support and develop Deputy Executive Member</li> </ul> |
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<b>Deputy Executive Member for Planning and Highways</b>
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| <ul style="list-style-type: none"> <li>• To oversee the delivery of the new primary roads infrastructure with focus on the 6 new roads</li> <li>• Improving Traffic Flow</li> <li>• Parking in the Borough</li> </ul> |
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### **Executive Member for Regeneration and Communities**

- To act as the press spokesman on all matters relating to this portfolio
- Regeneration of Towns and Villages
- Development of a Corporate Asset Strategy
- Public Realm
- Community Strategy
- Liaise with Executive Member for Planning & Highways regarding affordable housing assets
- To mentor, support and develop Deputy Executive Member

### **Deputy Executive Member for Regeneration and Communities**

- Review of WBC assets
- Future of identified assets
- Identification of any assets that might be developed by WHL
- Be a major information source to all key stakeholders for Wokingham Town Centre Regeneration project

### **Executive Member for Resident Services**

- To act as the press spokesman on all matters relating to this portfolio
- Legal and Governance and Improvement Services
- Libraries and Community Centres
- Culture
- Health and Safety
- Environmental Health
- Customer Services
- IT Strategy
- Procurement
- Human Resources
- Traded and Shared Services
- To establish, monitor and report monthly on high level performance indicators
- To mentor, support and develop Deputy Executive Member

### **Deputy Executive Member for Resident Services**

- To oversee implementation of new CRM System to improve residents experience
- Chair program board and all working groups associated with this
- Ensure project is delivered on time, on budget, suitable quality, delivers the needed requirements including full accessibility to all
- Ensure maximum flexibility is built in for other service areas to participate



## APPOINTMENT TO COMMITTEES AND BOARDS 2015/16

<b>Audit Committee – 6 Seats</b>	
<i>Members of the Executive or Overview and Scrutiny Committees cannot sit on the Audit Committee</i>	
<b>Conservative Group (5)</b>	<b>Liberal Democrat Group (1)</b>
1 Guy Grandison	1 Beth Rowland
2 David Lee	
3 Chris Smith	
4 Rob Stanton	
5 Paul Swaddle	

<b>Health and Wellbeing Board – 4 Seats</b>	
<i>(Political balance rules are not applicable)</i>	
<i>(Only requires noting as elected Member Representatives are nominated by the Leader of Council)</i>	
<b>Conservative Group</b>	<b>Liberal Democrat Group</b>
1 Leader of Council	1 Prue Bray
2 Executive Member for Children's Services	
3 Executive Member for Health and Wellbeing	

<b>Licensing and Appeals Committee – 14 Seats</b>	
<b>Conservative Group (13)</b>	<b>Liberal Democrat Group (1)</b>
1 Chris Bowring	1 Beth Rowland
2 Michael Firmager	
3 Mike Gore	
4 Mike Haines	
5 Philip Houldsworth	
6 John Jarvis	
7 Abdul Loyes	
8 Ken Miall	
9 Barrie Patman	
10 Malcolm Richards	
11 Chris Singleton	
12 Wayne Smith	
13 Bill Soane	

<b>School Transport Appeals Panel – 6 Members</b>	
<i>(must be members of the Licensing and Appeals Committee)</i>	
<b>Conservative Group (5)</b>	<b>Liberal Democrat Group (1)</b>
1 Chris Bowring	1 Beth Rowland
2 Philip Houldsworth	
3 Abdul Loyes	
4 Barrie Patman	
5 Bill Soane	

<b>Overview and Scrutiny Management Committee – 12 Seats</b>	
1) <i>Members of the O&amp;S Management Committee cannot sit on the Audit Committee.</i>	
2) <i>The O&amp;S Management Committee must include the Chairmen and Vice Chairmen of the four O&amp;S Committees</i>	
<b>Conservative Group (11)</b>	<b>Liberal Democrat Group (1)</b>
1 UllaKarin Clark	1 Prue Bray
2 Michael Firmager	
3 Kate Haines	
4 Pauline Helliard-Symons	
5 Tim Holton	
6 Norman Jorgensen	
7 John Jarvis	
8 Dianne King	
9 Ken Miall	
10 Malcolm Richards	
11 Shahid Younis	

<b>Substitute Members</b>	
<b>Conservative Group (2)</b>	<b>Liberal Democrat Group (2)</b>
1 Laura Blumenthal	1 Rachelle Shepherd-DuBey
2 Abdul Loyes	2 Lindsay Ferris

### **Children's Services Overview & Scrutiny Committee – 8 Seats**

- 1) *Members of this Committee cannot sit on the Audit Committee.*
- 2) *The Chairman and Vice Chairman of the Committee must be members of the Overview and Scrutiny Management Committee*

<b>Conservative Group (7)</b>		<b>Liberal Democrat Group (1)</b>	
1	Laura Blumenthal	1	Lindsay Ferris
2	Chris Bowring		
3	Pauline Helliard-Symons		
4	Ken Miall		
5	Bill Soane		
6	Alison Swaddle		
7	Shahid Younis		

#### **Substitute Members**

<b>Conservative Group (2)</b>		<b>Liberal Democrat Group (2)</b>	
1	Malcolm Richards	1	Prue Bray
2	Bob Wyatt	2	Tom McCann

### **Community Partnerships Overview and Scrutiny Committee – 8 Seats**

- 1) *Members of this Committee cannot sit on the Audit Committee.*
- 2) *The Chairman and Vice Chairman of the Committee must be members of the Overview and Scrutiny Management Committee*

<b>Conservative Group (7)</b>		<b>Liberal Democrat Group (1)</b>	
1	Michael Firmager	1	Lindsay Ferris
2	Dianne King		
3	Abdul Loyes		
4	David Sleight		
5	Bill Soane		
6	Alison Swaddle		
7	Shahid Younis		

#### **Substitute Members**

<b>Conservative Group (2)</b>		<b>Liberal Democrat Group (2)</b>	
1	Mike Haines	1	Prue Bray
2	Malcolm Richards	2	Rachelle Shepherd-DuBey

### **Corporate Services Overview & Scrutiny Committee – 8 Seats**

- 1) *Members of this Committee cannot sit on the Audit Committee.*
- 2) *The Chairman and Vice Chairman of the Committee must be members of the Overview and Scrutiny Management Committee*

<b>Conservative Group (7)</b>		<b>Liberal Democrat Group (1)</b>	
1	Chris Bowring	1	Rachelle Shepherd-DuBey
2	Michael Firmager		
3	Norman Jorgensen		
4	Ken Miall		
5	David Sleight		
6	Bill Soane		
7	Shahid Younis		

### **Substitute Members**

<b>Conservative Group (2)</b>		<b>Liberal Democrat Group (2)</b>	
1	Mark Ashwell	1	Lindsay Ferris
2	Alison Swaddle	2	Tom McCann

### **Health Overview and Scrutiny Committee – 10 Seats**

- 1) *Members of this Committee cannot sit on the Audit Committee.*
- 2) *The Chairman and Vice Chairman of the Committee must be members of the Overview and Scrutiny Management Committee*

<b>Conservative Group (9)</b>		<b>Liberal Democrat Group (1)</b>	
1	Laura Blumenthal	1	Rachelle Shepherd-DuBey
2	UllaKarin Clark		
3	Kate Haines		
4	Tim Holton		
5	Philip Houldsworth		
6	Ken Miall		
7	Malcolm Richards		
8	Alison Swaddle		
9	Bob Wyatt		

### **Substitute Members**

<b>Conservative Group (2)</b>		<b>Liberal Democrat Group (2)</b>	
1	Abdul Loyes	1.	Lindsay Ferris
2	Bill Soane	2.	Tom McCann

<b>Personnel Board – 7 Seats</b>		
<b>Conservative Group (6)</b>		<b>Liberal Democrat Group (1)</b>
1	Alistair Auty	1 Prue Bray
2	David Chopping	
3	Pauline Helliard-Symons	
4	Pauline Jorgensen	
5	Stuart Munro	
6	Barrie Patman	

<b>Substitute Members</b>		
<i>(to substitute for members of the Personnel Board in relation to the appointment or dismissal of or disciplinary action in respect of 1<sup>st</sup> and 2<sup>nd</sup> tier Officers)</i>		
<b>Conservative Group (8)</b>		<b>Liberal Democrat Group (4)</b>
1	Michael Firmager	1 Lindsay Ferris
2	John Halsall	2 Tom McCann
3	Dianne King	3 Beth Rowland
4	Anthony Pollock	4 Rachelle Shepherd-DuBey
5	Chris Singleton	
6	Rob Stanton	
7	Paul Swaddle	
8	Bob Wyatt	

<b>Planning Committee – 9 Seats</b>		
<b>Conservative Group (8)</b>		<b>Liberal Democrat Group (1)</b>
1	Chris Bowring	1 Rachelle Shepherd-DuBey
2	Tim Holton	
3	John Kaiser	
4	Bob Pitts	
5	Malcolm Richards	
6	Chris Singleton	
7	Wayne Smith	
8	Simon Weeks	

### Special Council Executive Committee – 6 Seats

*The Mayor and Deputy Mayor of the Council will automatically be members of this committee. There will therefore need to be four other Members appointed and the Mayor and Deputy Mayor will count against their political party's allocation.*

Conservative Group (5)		Liberal Democrat Group (1)	
1	Keith Baker	1	Prue Bray
2	Parry Batth		
3	Bob Pitts		
4	Anthony Pollock		
5	Angus Ross		

### Substitute Members

Conservative Group (1)		Liberal Democrat Group (1)	
1	Julian McGhee-Sumner	1	Lindsay Ferris

### Standards Committee – 6 Seats

Conservative Group (5)		Liberal Democrat Group (1)	
1	Chris Bowring	1	Beth Rowland
2	Pauline Helliard-Symons		
3	Ken Miall		
4	Malcolm Richards		
5	Rob Stanton		

### Independent Persons

1	David Comben
2	

## Appendix 2

### APPOINTMENT OF CHAIRMEN AND VICE-CHAIRMEN OF COUNCIL COMMITTEES AND BOARDS 2015/16

<b>Audit Committee</b>	
Chairman	Guy Grandison
Vice-Chairman	Paul Swaddle

<b>Licensing and Appeals Committee</b>	
Chairman	Chris Bowring
Vice-Chairman	Malcolm Richards

<b>Overview and Scrutiny Management Committee</b>	
Chairman	Tim Holton
Vice-Chairman	Michael Firmager

<b>Children's Services Overview and Scrutiny Committee</b>	
Chairman	Pauline Helliard-Symons
Vice-Chairman	Shahid Younis

<b>Community Partnerships Overview and Scrutiny Committee</b>	
Chairman	Shahid Younis
Vice-Chairman	Dianne King

<b>Corporate Services Overview and Scrutiny Committee</b>	
Chairman	Norman Jorgenson
Vice-Chairman	Michael Firmager

<b>Health Overview and Scrutiny Committee</b>	
Chairman	Ken Miall
Vice-Chairman	Kate Haines

<b>Personnel Board</b>	
Chairman	Stuart Munro
Vice-Chairman	Alistair Auty

<b>Planning Committee</b>	
Chairman	Simon Weeks
Vice-Chairman	Tim Holton

<b>Special Council Executive Committee</b>	
Chairman	Parry Batth
Vice-Chairman	Bob Pitts

<b>Standards Committee</b>	
Chairman	Rob Stanton
Vice-Chairman	Pauline Helliard-Symons



## APPOINTMENT TO PANELS / WORKING GROUPS / JOINT COMMITTEES AND VARIOUS BODIES 2015/16

<b>Adoption Panel – 1 Member</b>	
<b>Conservative Group</b>	<b>Liberal Democrat Group</b>
1 Kate Haines	1

<b>Borough / Parish Working Group – 5 Members</b>	
<b>Conservative Group (4)</b>	<b>Liberal Democrat Group (1)</b>
1 David Chopping	1 Tom McCann
2 Michael Firmager	
3 Guy Grandison	
4 John Jarvis	

<b>Standing Deputies – 3 Members</b>	
<b>Conservative Group (2)</b>	<b>Liberal Democrat Group (1)</b>
1 Dianne King	1 Beth Rowland
2 David Sleight	

<b>Commuted Sums Advisory Panel – 5 Members</b>	
<i>Executive Member with responsibility for Affordable Housing cannot be a member of this Panel</i>	
<b>Conservative Group (4)</b>	<b>Liberal Democrat Group (1)</b>
1 Philip Houldsworth	1 Prue Bray
2 David Lee	
3 Ian Pittock	
4 Wayne Smith	

<b>Constitution Review Working Group – 4 Members</b>	
<b>Conservative Group (3)</b>	<b>Liberal Democrat Group (1)</b>
1 Pauline Helliard-Symons	1 Prue Bray
2 Pauline Jorgensen	
3 Paul Swaddle	

<b>Corporate Parenting Board – 10 Members</b>	
<b>Conservative Group (9)</b>	<b>Liberal Democrat Group (1)</b>
1 Laura Blumenthal	1 Beth Rowland
2 Chris Bowring	
3 Guy Grandison	
4 Kate Haines	
5 Charlotte Haitham Taylor	
6 John Kaiser	
7 Ian Pittock	
8 Bob Pitts	
9 Shahid Younis	

<b>Fostering Panel – 1 Member</b>	
<b>Conservative Group</b>	<b>Liberal Democrat Group</b>
1 Bob Pitts	1

<b>Highwood Management Conference – 2 Members</b>	
<i>1 Member from Conservative Group and 1 Member from Liberal Democrat Group</i>	
<b>Conservative Group (1)</b>	<b>Liberal Democrat Group (1)</b>
1 Laura Blumenthal	1 Beth Rowland

<b>Joint Waste Disposal Board – 2 Members</b>	
<i>Must be Executive Members</i>	
<b><i>For Information Only: Appointed for four years to 30 June 2018</i></b>	
<b>Conservative Group</b>	
1 Executive Member for Environment	
2 Executive Member for Finance	

<b>School Admissions Forum – 2 Members</b>	
<i>1 Member from Conservative Group and 1 Member from Liberal Democrat Group</i>	
<b>Conservative Group (1)</b>	<b>Liberal Democrat Group (1)</b>
1 Ian Pittock	1 Beth Rowland

<b>Schools Forum – 1 Member</b>	
<i>1 representative of the Local Education Authority. Under Regulations the Executive Member with responsibility for Education and the Mayor <b>are not</b> eligible for appointment to the forum. (Note: They may attend as non-voting observers)</i>	
Conservative Group	Liberal Democrat Group
1 Ian Pittock	1

<b>Secure Accommodation Panel – 1 Member and Substitutes</b>	
Conservative Group	Liberal Democrat Group
1 Bob Pitts	1

<b>Substitutes</b>	
Any Member of the Corporate Parenting Panel	

<b>Standing Advisory Council on Religious Education – 2 Members</b>	
<i>1 Member from Conservative Group and 1 Member from Liberal Democrat Group</i>	
Conservative Group (1)	Liberal Democrat Group (1)
1 David Lee	1 Beth Rowland

## STRATEGIC PARTNERSHIPS

<b>Business, Skills and Enterprise Partnership – 1 Member</b>	
Conservative Group	Liberal Democrat Group
1 Stuart Munro	1

<b>Community Safety Partnership – 2 Members</b>	
<i>1 Member from Conservative Group and 1 Member from Liberal Democrat Group 1 Member must be the Police and Crime Representative</i>	
Conservative Group (1)	Liberal Democrat Group (1)
1 Bob Pitts	1 Lindsay Ferris

<b>Place and Community Partnership – 1 Member</b>	
Conservative Group	Liberal Democrat Group
1 Dianne King	1

<b>Tenant and Landlord Improvement Panel – 2 Members</b>	
<i>1 Member from Conservative Group and 1 Member from Liberal Democrat Group</i>	
<b>Conservative Group (1)</b>	<b>Liberal Democrat Group (1)</b>
1 David Chopping	1 Prue Bray

<b>Thames Basin Heaths Joint Strategic Partnership – 1 Member</b>	
<b>Conservative Group</b>	<b>Liberal Democrat Group</b>
1 Angus Ross	1

<b>Substitutes (1)</b>	
<b>Conservative Group</b>	<b>Liberal Democrat Group</b>
1 Simon Weeks	1

<b>Thames Valley Police and Crime Panel – 1 Member</b>	
<b>Conservative Group</b>	<b>Liberal Democrat Group</b>
1 Bob Pitts	1

<b>Wokingham Giving Partnership – 1 Member</b>	
<b>A nomination is not required for this body as it has been disbanded</b>	

<b>Wokingham Learning Disability Partnership Board – 1 Member</b>	
<b>Conservative Group</b>	<b>Liberal Democrat Group</b>
1 Bob Pitts	1

## REPRESENTATIVES ON OUTSIDE BODIES 2015/16

**1 Member to be appointed on an annual basis unless otherwise stated**

Organisation	Conservative Nomination	Liberal Democrat Nomination	Independent Member /Labour Member Nomination
Age UK Berkshire			Nicky Jerrome
Age UK Twyford and District	John Jarvis		
Atomic Weapons Research Establishment - Local Liaison Committee	Barrie Patman		
Berkshire Healthcare NHS Foundation Trust	Bob Pitts		
Berkshire Maestros	Bill Soane		
Berkshire Museum of Aviation	Gary Cowan		
Berkshire Pension Fund Advisory Panel	Rob Stanton		
Blackwater Valley Countryside Partnership Management Committee	Simon Weeks		
Bracknell and Wokingham College (Note: appointment is for 4 years)	<b>For Information only: Rob Stanton appointed until May 2017</b>		
Finchampstead Baptist Church Advisory Board (Member should be a ward member from either Finchampstead North or Finchampstead South)	Simon Weeks		

<b>Organisation</b>	<b>Conservative Nomination</b>	<b>Liberal Democrat Nomination</b>	<b>Independent Member /Labour Member Nomination</b>
Keep Mobile	Alison Swaddle		
Local Government Association (LGA) General Assembly (3 Members)	1. Keith Baker 2. Rob Stanton 3.	1. Rachelle Shepherd-DuBey 2. 3.	.
Mid & West Berks Local Countryside Access Forum (Note: appointment is for 3 years)	<b>For information only: Angus Ross appointed until May 2017</b>		
Readibus Management Committee	Guy Grandison		
Royal Berkshire Fire Authority (5 Members - 4 Conservative, 1 Liberal Democrat)	1. Alistair Auty 2. Pauline Helliard-Symons 3. Ian Pittock 4. Angus Ross	1. Tom McCann	
Royal Berkshire Hospital Foundation Trust - Board of Governors	Bob Pitts		
Sonning & District Welfare and Educational Trust	Mike Haines		
South East Reserve Forces and Cadets Association	David Sleight		
Standing Conference on Archives	Bob Wyatt		
Strategic Aviation Special Interest Group of the Local Government Association (SASIG)	David Sleight		

Organisation	Conservative Nomination	Liberal Democrat Nomination	Independent Member /Labour Member Nomination
Thames Valley Berkshire City Deal Joint Committee and Thames Valley Berkshire Local Enterprise Partnership Ltd	<b>For information only: The Leader of Council, in consultation with the Chief Executive, will agree the representation at meetings of these bodies</b>		
The Piggott Trust	John Halsall		
The Polehampton Charity <i>Rosemary Pratt was originally appointed until October 2016 however due to the Charity's rules Mrs Pratt will no longer be eligible to be the Council's representative; with effect from July 2015. The Council therefore needs to appoint a new representative from July 2015.</i>	John Jarvis		
The Poors Land Charity (appointment is for 4 years)	<b>For Information only: Mrs Hutchinson appointed until May 2018</b>		
South East Employers (SEE) Full Committee (2 Members)	1. Alistair Auty 2. Stuart Munro	1. 2.	
<i>Substitutes</i>	1. Rob Stanton 2. Barrie Patman	1. 2.	
White Waltham Airfield Consultative Committee	Angus Ross		
Wokingham and District Association for the Elderly	Dianne King		
<i>Substitutes</i>	Bob Wyatt		
Wokingham and District Citizen's Advice Bureau	Parry Batth		

<b>Organisation</b>	<b>Conservative Nomination</b>	<b>Liberal Democrat Nomination</b>	<b>Independent Member /Labour Member Nomination</b>
Wokingham Borough Sports Council	Michael Firmager		
Wokingham Borough Sports Sponsorship Fund	Ken Miall		
Wokingham Job Support Centre Management Committee	Stuart Munro		
Wokingham Volunteer Centre	Dianne King		
Wokingham Waterside Centre	Alison Swaddle		
Wokingham Youth Counselling & Information Service (ARC)		Rachelle Shepherd-DuBey	
Woodley Town Centre Management Initiative (2 Members, 1 Substitute)	1. Keith Baker 2. Kate Haines	1. 2.	
<i>Substitute</i>		Beth Rowland	
Woodley Volunteer Centre	Abdul Loyes		