



# **WOKINGHAM BOROUGH COUNCIL**

The Annual Meeting of the **COUNCIL** will be held at the Civic Offices, Shute End, Wokingham, RG40 1BN on **THURSDAY 21 MAY 2015 AT 7.30 PM**

Andy Couldrick  
Chief Executive  
Published on 13 May 2015

This meeting will be filmed for inclusion on the Council's website.

Please note that other people may film, record, tweet or blog from this meeting. The use of these images or recordings is not under the Council's control.

## **Our Vision**

***A great place to live, an even better place to do business***

### ***Our Priorities***

**Improve educational attainment and focus on every child achieving their potential**

**Invest in regenerating towns and villages, support social and economic prosperity, whilst encouraging business growth**

**Ensure strong sustainable communities that are vibrant and supported by well designed development**

**Tackle traffic congestion in specific areas of the Borough**

**Improve the customer experience when accessing Council services**

### ***The Underpinning Principles***

**Offer excellent value for your Council Tax**

**Provide affordable homes**

**Look after the vulnerable**

**Improve health, wellbeing and quality of life**

**Maintain and improve the waste collection, recycling and fuel efficiency**

**Deliver quality in all that we do**

To: The Members of Wokingham Borough Council

ITEM NO.	WARD	SUBJECT	PAGE NO.
1.	None Specific	<p><b>ELECTION OF MAYOR FOR 2015/16</b> To elect a Mayor for the 2015/2016 municipal year.</p> <p>The outgoing Mayor will address the Council for up to 5 minutes to include any presentations that the Mayor may wish to make.</p> <p>The outgoing Mayor will then call for nominations for the Office of Mayor for 2015/2016.</p> <p>The outgoing Mayor will ask the Council to vote on the nomination(s).</p> <p>At this point in the proceedings the outgoing Mayor and the incoming Mayor will adjourn to the Mayor's Parlour to place the Cloak and Chain of Office on the incoming Mayor.</p> <p>The incoming Mayor to take the chair and make the Declaration of Acceptance of Office as required by Section 83(3) of the Local Government Act 1972.</p> <p>The Mayor to address the Council for up to 5 minutes.</p> <p>The Mayor to present the Past Mayor's Badge to the outgoing Mayor.</p>	
2.	None Specific	<p><b>APPOINTMENT OF DEPUTY MAYOR FOR 2015/2016</b> To appoint a Deputy Mayor for the 2015/2016 municipal year.</p> <p>The Mayor will call for nominations for the Office of Deputy Mayor for 2015/2016.</p> <p>The Mayor will ask the Council to vote on the nomination(s).</p> <p>The Deputy Mayor to make the Declaration of Acceptance of Office as required by Section 83(3) of the Local Government Act, 1972.</p> <p>The Mayor to present the Deputy Mayor's badge of Office to the Deputy Mayor and the Deputy Mayor to address the Council for up to 3 minutes.</p>	

3. **MINUTES**  
To confirm the Minutes of the Meeting of the Council held on 19 February 2015.

4. **APOLOGIES**  
To receive any apologies for absence

5. **DECLARATIONS OF INTEREST**  
To receive any declarations of interest

6. **PUBLIC QUESTION TIME**  
To answer any public questions

A period of 30 minutes will be allowed for members of the public to ask questions submitted under notice.

The Council welcomes questions from members of the public about the work of the Council

Subject to meeting certain timescales, questions can relate to general issues concerned with the work of the Council or an item which is on the Agenda for this meeting. For full details of the procedure for submitting questions please contact the Democratic Services Section on the numbers given below or go to [www.wokingham.gov.uk/publicquestions](http://www.wokingham.gov.uk/publicquestions)

6.1 Hawkedon;  
Maiden Erlegh Narendra Bahulekar has asked the Executive Member for Children's Services the following 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?

6.2 None Specific

Clive Jones has asked the Executive Member for Planning and Highways the following 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.

7.

### **PETITIONS**

To receive any petitions which Members or members of the public wish to present.

8. None Specific

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

29 - 34

The Council's Head of Governance and Improvement Services, as Returning Officer, to report on the Elections held on 7 May 2015.

### **RECOMMENDATION:**

To note the Returning Officer's report.

9. None Specific

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

To receive any urgent announcements by the Mayor or Head of Paid Service.

10. None Specific

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

To receive notification from the Leader of his Deputy and the remainder of the Members appointed to the Executive; the scope of their respective portfolios; the terms of delegation to them; and Officers if applicable.  
***(To be tabled)***

The Leader of Council / Executive Members will be allowed to speak for up to 10 minutes in total. The Leader of the Opposition will be allowed to speak for up to 5 minutes.

11.

### **MEMBER QUESTION TIME**

To answer any member questions

A period of 20 minutes will be allowed for Members to ask questions submitted under Notice

Any questions not dealt with within the allotted time will be dealt with in a written reply

11.1 Arborfield;  
Finchampstead  
South

Gary Cowan has asked the Leader of Council the following question:

I was advised by a resident on the 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.

12. None Specific

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

35 - 46

To receive a report on the political balance of the Council and to appoint to Council Committees/Panels/Boards in accordance with the Groups' wishes as set out in Appendix 1.

Further information relating to nominations will be circulated before or at the meeting.

**RECOMMENDATION:**

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) approves 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.	None Specific	<p><b>APPOINTMENT OF CHAIRMEN AND VICE-CHAIRMEN OF COUNCIL COMMITTEES AND BOARDS 2015/2016</b></p> <p>To appoint Chairmen and Vice-Chairmen of Council Committees and Boards in accordance with the Groups' wishes as set out in Appendix 2.</p> <p>Further information relating to nominations will be circulated before or at the meeting.</p>	<b>47 - 48</b>
14.	None Specific	<p><b>APPOINTMENT TO PANELS/WORKING GROUPS/JOINT COMMITTEES AND VARIOUS BODIES 2015/16</b></p> <p>To consider and approve the appointment of Members to serve on Joint Committees, Various Bodies and Panels/Working Groups in accordance with the Groups' wishes as set out in Appendix 3.</p> <p>Further information relating to nominations will be circulated before or at the meeting.</p>	<b>49 - 52</b>
15.	None Specific	<p><b>APPOINTMENT TO OUTSIDE BODIES 2015/16</b></p> <p>To consider and approve the appointment of Members to serve on Outside Bodies in accordance with the Groups' wishes as set out in Appendix 4.</p> <p>Further information relating to nominations will be circulated before or at the meeting.</p>	<b>53 - 56</b>

To consider proposed changes to the Constitution as put forward by the Constitution Review Working Group.

**RECOMMENDATION:** That Council approves the following amendments to the relevant sections of the Council's Constitution, as put forward by the Constitution Review Working Group:

- 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

#### **CONTACT OFFICER**

**Anne Hunter**  
**Tel**  
**Email**  
**Postal Address**

Service Manager, Democratic Services  
0118 9746051  
anne.hunter@wokingham.gov.uk  
Civic Offices, Shute End, Wokingham, RG40 1BN