



# Meeting of West Berkshire District Council

**Thursday, 15th May, 2014**

***Summons and Agenda***

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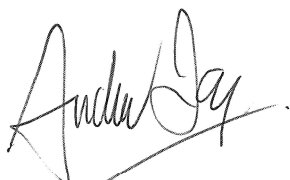


WestBerkshire  
C O U N C I L

To: All Members of the Council

*You are requested to attend a meeting of*  
**WEST BERKSHIRE DISTRICT COUNCIL**  
*to be held in the*  
**COUNCIL OFFICES, MARKET STREET,  
NEWBURY**

on  
**Thursday, 15th May, 2014**  
**at 7.00 pm**



Andy Day  
Head of Strategic Support  
West Berkshire District Council

Date of despatch of Agenda: Wednesday, 7 May 2014

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## **AGENDA**

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1. **APOLOGIES FOR ABSENCE**

To receive apologies for inability to attend the meeting (if any).

2. **CHAIRMAN'S REMARKS**

The Chairman to report on functions attended since the last meeting and other matters of interest to Members.

3. **PRESENTATIONS**

The Chairman will make presentations to Members who are in receipt of long service awards.

4. **ELECTION OF CHAIRMAN FOR THE MUNICIPAL YEAR 2014/15 (C2686)**

To elect a Chairman of the Council for the 2014/15 Municipal Year. Following election the Chairman will sign the Declaration of Acceptance of Office. **(Verbal Report)**



**Agenda - Council to be held on Thursday, 15 May 2014 (continued)**

**5. APPOINTMENT OF VICE CHAIRMAN FOR THE MUNICIPAL YEAR 2014/15 (C2687)**

To appoint a Vice Chairman for the 2014/15 Municipal Year. Following appointment the Vice Chairman will sign the Declaration of Acceptance of Office. **(Verbal Report)**

**6. MINUTES**

The Chairman to sign as a correct record the Minutes of the Council meeting held on 4<sup>th</sup> March 2014. **(Pages 1 - 16)**

**7. DECLARATIONS OF INTEREST**

To remind Members of the need to record the existence and nature of any Personal, Disclosable Pecuniary or other interests in items on the agenda, in accordance with the Members' [Code of Conduct](#).

**8. APPOINTMENT OF THE EXECUTIVE BY THE LEADER OF THE COUNCIL FOR THE 2014/15 MUNICIPAL YEAR (C2688)**

The Leader of the Council to announce the composition of the Executive for the 2014/15 Municipal Year. **(Verbal Report)**

**9. MEMBERSHIP OF COMMITTEES**

The Monitoring Officer to advise of any changes to the membership of Committees since the previous Council meeting. **(Verbal report)**

**10. APPOINTMENT OF AND ALLOCATION OF SEATS ON COMMITTEES FOR THE 2014/15 MUNICIPAL YEAR (C2689)**

To consider the appointment of and allocation of seats on Committees and associated bodies for the 2014/15 Municipal Year and to agree the Council's Policy Framework for 2014/15. **(Pages 17 - 28)**

**11. ADJOURNMENT OF MEETING**

At this point, the Council meeting will be adjourned to enable the Committees appointed by the Council to meet to determine their Chairmen and Vice-Chairmen. The order for each meeting is set out below:

- (a) Overview and Scrutiny Management Commission
- (b) Licensing Committee
- (c) District Planning Committee
- (d) Eastern Area Planning Committee
- (e) Western Area Planning Committee
- (f) Governance and Audit Committee
- (g) Personnel Committee
- (h) Standards Committee



**Agenda - Council to be held on Thursday, 15 May 2014 (continued)**

**12. RECOMMENCEMENT OF MEETING**

At the conclusion of the meeting of the Standards Committee the Council will recommence.

**13. STANDARDS COMMITTEE ANNUAL REPORT 2013/14 (C2690)**

To present the Annual Standards Committee report to the Council. **(Pages 29 - 42)**

**14. DRAFT REVISED STATEMENT OF COMMUNITY INVOLVEMENT (C2726)**

To consider the draft revised Statement of Community Involvement. **(Pages 43 - 74)**

**15. REQUEST FOR THE REVISION OF THE CONSTITUTION (C2758)**

For Council to consider an amendment to the Constitution in relation to the petition threshold for triggering a debate at Full Council. **(Pages 75 - 80)**

**16. CHANGES TO THE CONSTITUTION - PART 13 CODES AND PROTOCOLS (C2776)**

To review and amend sections of Part 13 (Codes and Protocols) i.e. Appendices I (Councillor Call for Action Protocol) and J (Protocol for Council Representations on Outside Bodies) in light of legislative changes, policy changes and recent government guidance. **(Pages 81 - 102)**

**17. LICENSING COMMITTEE**

The Council is asked to note that since the last meeting of the Council, the Licensing Committee has not met.

**18. PERSONNEL COMMITTEE**

The Council is asked to note that since the last meeting of the Council, the Personnel Committee has not met.

**19. GOVERNANCE AND AUDIT COMMITTEE**

The Council is asked to note that since the last meeting of Council, the Governance and Audit Committee met on 28<sup>th</sup> April 2014. Copies of the Minutes of this meeting can be obtained from Strategic Support or via the [Council's website](#).

**20. DISTRICT PLANNING COMMITTEE**

The Council is asked to note that since the last meeting of the Council, the District Planning Committee has not met.

**21. OVERVIEW AND SCRUTINY MANAGEMENT COMMISSION**

The Council is asked to note that since the last meeting of the Council, the Overview and Scrutiny Management Commission met on 8<sup>th</sup> April 2014. Copies of the Minutes of this meeting can be obtained from Strategic Support or via the [Council's website](#).



**22. STANDARDS COMMITTEE**

The Council is asked to note that since the last meeting of the Council, the Standards Committee met on 14<sup>th</sup> April 2014. Copies of the Minutes of this meeting can be obtained from Strategic Support or via the [Council's website](#).

If you require this information in a different format or translation, please contact Moira Fraser on telephone (01635) 519045.

