

Individual Decision



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The attached reports will be taken as Individual Portfolio Member Decisions on:

Thursday 6 September 2018

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Individual Executive Member Decision

West Berkshire Council Forward Plan - 9 October 2018 to 31 January 2019 - Summary Report

Committee considering report:	Individual Executive Member Decision
Date of Committee:	6 September 2018
Portfolio Member:	Councillor Graham Jones - Leader of the Council
Forward Plan Ref:	ID3445

1. Purpose of the Report

- 1.1 To advise Members and residents of items to be considered by West Berkshire Council over the next four months.

2. Recommendation

- 2.1 That the Leader of the Council agrees and where appropriate amends the West Berkshire Council Forward Plan.

3. Implications

- 3.1 **Financial:** The Forward Plan has no financial implications.
- 3.2 **Policy:** The Forward Plan details the Policies to be adopted by West Berkshire Council.
- 3.3 **Personnel:** The Forward Plan has no personnel implications.
- 3.4 **Legal:** The Forward Plan has no legal implications.
- 3.5 **Risk Management:** The Forward Plan has no risk management implications.
- 3.6 **Property:** The Forward Plan has no property implications.
- 3.7 **Other:** Not applicable.

4. Consultation Responses

Members:

Leader of Council:	Leader of the Council
Overview & Scrutiny Management Commission Chairman:	Councillor Emma Webster at Overview and Scrutiny Management Commission meetings.
Ward Members:	All Members
Opposition	Councillor Lee Dillon at Overview and Scrutiny Management

- Spokesperson:** Commission meetings.
- Local Stakeholders:** The West Berkshire Forward Plan will be published the first working day after the Individual Decision is signed.
- Officers Consulted:** Nick Carter, John Ashworth, Ian Pearson, Tandra Forster, Heads of Service, Group Executive.
- Trade Union:** Not sought.

5. Other options considered

5.1 Not applicable.

6. Appendices

6.1 Appendix A – Supporting Information

6.2 Appendix B - Equalities Impact Assessment

6.3 Appendix C – West Berkshire Council Forward Plan – 9 October 2018 – 31 January 2019

6.4 Appendix D – Notice of Private Decisions for 18 October 2018 Executive meeting

Individual Executive Member Decision

West Berkshire Council Forward Plan - 9 October 2018 to 31 January 2018 – Supporting Information

1. Introduction/Background

- 1.1 West Berkshire Council's Forward Plan, which is published monthly, sets out the key decisions that the Executive (either collectively or by Individual Executive Members) are expected to take over the next four months.
- 1.2 Key decisions are defined by the Government (Regulation 8 of the Local Authorities (Executive Arrangements)(Access to Information)(England) Regulations 2001) as:
- (1) Those which result in the Local Authority incurring expenditure which is, or the making of savings which are, significant having regard to the Local Authority's budget for the service or function to which the decision is related.
 - (2) Those which are significant in terms of its effect on communities living or working in an area comprising two or more wards or electoral divisions in the area of the Local Authority.
- 1.3 The introduction of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 in September 2012 included a requirement to publish 28 clear days' notice of any intended key decision. It should be noted that "clear days" means working days, from midnight to midnight, and excludes weekends and public holidays, so 28 clear days equates to around 5½ normal weeks.
- 1.4 On occasions, however, situations may arise where an urgent decision needs to be made in respect of an item that does not appear on the Forward Plan. There are two different ways in which this can be done:
- (i) the authority can take an urgent key decision without giving 28 days' notice where it is impracticable to give the full notice, provided that the authority gives at least five days' clear notice to all Members of the Overview and Scrutiny Management Commission, which can then call in the decision to check that it was genuinely urgent; or
 - (ii) where a key decision is so urgent there is not even time to give five clear days' notice, the authority can take the decision if the Chairman of the Overview and Scrutiny Management Commission has agreed that the key decision is urgent and cannot reasonably be deferred.
- 1.5 In addition The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 introduced an entirely new requirement for the Council to publish 28 clear days' notice of the intention to hold a private meeting (or part of a meeting) of the Executive. This 28 day notice must be

reinforced by a five day notice which sets out the reasons for the meeting to be held in private, details of any propositions received as to why the meeting should be open, and the Council's response. The response will be provided by the Monitoring Officer. The regulations again provide for an urgency procedure, under which the Council can decide the matter with shorter than 28 or five days' notice, provided that it has first obtained the consent of the Chairman of the Overview and Scrutiny Management Commission.

- 1.6 There are currently three confidential items scheduled for the 18 October 2018 Executive meeting. The required notice is attached as Appendix B and will be displayed at the Council. If any representations are received the five day notice will be issued on 10 October 2018. The items are:
- EX3590 - Corporate Offices and School Building Cleaning Services (*Paragraph 3 - information relating to financial/business affairs of particular person*)
 - EX3643 - Contract extension for the Public Health School Nursing and Health Visiting Service: 0-19 (up to 25 for young people with special educational needs and disabilities) (*Paragraph 3 - information relating to financial/business affairs of particular person*)
 - EX3583 – Proposed Property Investment (*Paragraph 3 - information relating to financial/business affairs of particular person*) – if needed
- 1.7 Details of decisions that Full Council, the Governance and Ethics Committee and the Personnel Committee are going to take are also included for ease of reference. It should, however, be noted that the 2012 Regulations only apply to Executive meetings.
- 1.8 It should also be noted that any changes made to Executive Member Portfolios will be reflected in the Forward Plan once they are known.
- 1.9 Publication of the Forward Plan remains a statutory requirement of the Local Authority. The Forward Plan, any General Exception Decision Notices and Notices of Private Decisions have to be available for inspection and also have to be published on the Council's website.

Background Papers:

None.

Subject to Call-In:

Yes: No:

The item is due to be referred to Council for final approval	<input type="checkbox"/>
Delays in implementation could have serious financial implications for the Council	<input type="checkbox"/>
Delays in implementation could compromise the Council's position	<input checked="" type="checkbox"/>
Considered or reviewed by Overview and Scrutiny Management Commission or associated Task Groups within preceding six months	<input checked="" type="checkbox"/>
Item is Urgent Key Decision	<input type="checkbox"/>
Report is to note only	<input type="checkbox"/>

Officer details:

Name: Moira Fraser
Job Title: Democratic Services Manager
Tel No: (01635) 519045
E-mail Address: moira.fraser@westberks.gov.uk

Appendix B

Equality Impact Assessment - Stage One

We need to ensure that our strategies, policies, functions and services, current and proposed have given due regard to equality and diversity.

Please complete the following questions to determine whether a Stage Two, Equality Impact Assessment is required.

Name of policy, strategy or function:	Forward Plan
Version and release date of item (if applicable):	
Owner of item being assessed:	Moira Fraser
Name of assessor:	Jo Reeves
Date of assessment:	29 August 2018

Is this a:		Is this:	
Policy	No	New or proposed	No
Strategy	No	Already exists and is being reviewed	No
Function	No	Is changing	No
Service	No		

1. What are the main aims, objectives and intended outcomes of the policy, strategy function or service and who is likely to benefit from it?	
Aims:	
Objectives:	
Outcomes:	
Benefits:	

2. Note which groups may be affected by the policy, strategy, function or service. Consider how they may be affected, whether it is positively or negatively and what sources of information have been used to determine this. (Please demonstrate consideration of all strands – Age, Disability, Gender Reassignment, Marriage and Civil Partnership, Pregnancy and Maternity, Race, Religion or Belief, Sex and Sexual Orientation.)		
Group Affected	What might be the effect?	Information to support this.
None		

Further Comments relating to the item:		

3. Result	
Are there any aspects of the policy, strategy, function or service, including how it is delivered or accessed, that could contribute to inequality?	No
Please provide an explanation for your answer:	
Will the policy, strategy, function or service have an adverse impact upon the lives of people, including employees and service users?	No
Please provide an explanation for your answer:	

If your answers to question 2 have identified potential adverse impacts and you have answered ‘yes’ to either of the sections at question 3, or you are unsure about the impact, then you should carry out a Stage 2 Equality Impact Assessment.

If a Stage Two Equality Impact Assessment is required, before proceeding you should discuss the scope of the Assessment with service managers in your area. You will also need to refer to the Equality Impact Assessment guidance and Stage Two template.

4. Identify next steps as appropriate:	
Stage Two required	
Owner of Stage Two assessment:	
Timescale for Stage Two assessment:	
Stage Two not required:	Yes

Name: Jo Reeves

Date: 29 September 2018

Please now forward this completed form to Rachel Craggs, the Principal Policy Officer (Equality and Diversity) for publication on the WBC website.

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West Berkshire Council Forward Plan

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**West Berkshire Council Forward Plan
9 October 2018 - 30 January 2018**

Key:	C= Council
	DOD= Delegated Officer Decision
	EX= Executive
	GE= Governance and Ethics Committee
	ID= Individual Decision
	PC= Personnel Committee
	PP= Joint Public Protection Committee

Reference	Item	Purpose	Decision Body	Month/Year	Executive	ID	Date Report Published	Council	Governance and Ethics Committee	OSMC	Other	Officer and Contact No	Directorate	Lead Member	Consultee(s)	Part II	Call In
DOD3646	Digitisation in Revenues and Benefits (Paragraph 3 - information relating to financial/business affairs of particular person)	Purchase of Additional Software & Licences directly from the incumbent provider	DOD	01 October 2018			tbc				16/08/18 BB Oct 18 DOD	Iain Bell	Resources	Corporate Services		Yes	
EX3590	Corporate Offices and School Building Cleaning Services (Paragraph 6 - information relating to proposed action to be taken by Devolution)	To inform of the procurement route for the supply/provision of Corporate Offices and School Building Cleaning Services following consideration of all the options.	EX	01 October 2018	18/10/18 EX		10/10/18					Tracy Washer	Resources	Corporate Services and Children, Education and Young People		Yes	
EX3606	Devolution	To determine plans for devolution to Parish and Town Councils.	EX	01 October 2018	18/10/18 EX							Jo Naylor	Resources	Community Resilience and Partnerships		No	Yes
EX3642	Procurement of Investment Portfolio Services	To procure agents to manage the Council's property investment portfolio.	EX	01 October 2018	18/10/18 EX							Richard Turner	Resources	Finance, Transformation and Property		Yes	No
EX3643	Contract extension for the Public Health School Nursing and Health Visiting Service: 0-19 (up to 25 for young people with special educational needs and disabilities) (Paragraph 6 - information relating to proposed action to be taken by Devolution)	To inform Corporate Board of the approval granted by Procurement Board for an exception from the contract rules of procurement to extend the current contract for the Public Health School Nursing and Health Visiting Service 0-19 (up to 25 for young people with special educational needs and disabilities)	EX	01 October 2018	18/10/18 EX							Edward Clintworth	Resources	Corporate Services		Yes	No
EX3583	Proposed Property Investment (Paragraph 3 - information relating to financial/business affairs of particular person)	To agree to the potential purchase of a property which does not conform with the criteria of the Property Investment Strategy	EX	01 October 2018	18/10/18 EX		10/10/18					Richard Turner	Communities	Finance, Transformation and Property		Yes	No
EX3644	Care Leavers - Relief Scheme - Section 13A of the Local Government Finance Act 1992	To consider using the Council's powers as a billing authority to reduce to nil the amount of council tax payable by young people	EX	01 October 2018	18/10/18 EX							Mary-Anne Cosgrove and Iain Bell	Communities				No
ID3413	Parking scheme - Consolidation Order Amendment 28	To consider the responses received during statutory consultation	ID	01 October 2018		01/10/18	TBC					Alex Drysdale	Environment	Highways and Transport, Environment and Countryside	Statutory consultees, general public, Town and	No	Yes
ID3574	Traffic Regulation Order for the Closure of Rail Crossings	To decide any objections received	ID	01 October 2018		tbc	tbc					Glyn Davis	Environment	Highways and Transport, Environment and			
ID3620	SEND Strategy	To approve the SEND Strategy	ID	01 October 2018		04/10/18						Nina Bhakiri	Communities	Children, Education & Young People			
ID3446	West Berkshire Council Forward Plan - 13 November 2018 to 28 February 2019	To agree the Forward Plan for the next four months.	ID	01 October 2018		11/10/18	03/10/18					Moira Fraser	Resources	Leader of the Council, Strategy	Corporate Directors and Heads of Service	No	No
ID3636	Winter Service Plan 2018-19	To approve the Winter Service Plan 2018-19	ID	01 October 2018		08/10/18	28/09/18					Andrew Reynolds	Environment	Highways, Transport, Environment and Countryside		No	Yes
ID3645	Policies for Lottery Licence	To adopt the following policies - West Berkshire Children and Vulnerable Person Protection Policy West Berkshire Fair and Open Gambling	ID	01 October 2018		01/10/18	tbc					June Graves	Resources	Finance, Transformation and Property	Voluntary sector		
ID3648	Purley Parish Plan	To endorse the Purley Parish Plan	ID	01 October 2018		01/10/18						Jo Naylor	Resources	Community Resilience & Partnerships			
EX3562	Revenue Financial Performance Report - Q2 of 2018/19	To inform Members of the latest financial performance of the Council.	EX	01 November 2018	22/11/18 EX		14/11/18					Melanie Ellis	Resources	Finance, Transformation and Property			
EX3592	Capital Financial Performance Report - Q2 of 2018/19	To inform Members of the latest financial performance of the Council.	EX	01 November 2018	22/11/18 EX		14/11/18					Shannon Coleman-Slaughter	Resources	Finance, Transformation and Property			
EX3607	Devolution	To determine plans for devolution to Parish and Town Councils.	EX	01 November 2018	22/11/18 EX							Jo Naylor	Resources	Community Resilience and Partnerships		No	Yes
EX3584	Proposed Property Investment (Paragraph 3 - information relating to financial/business affairs of particular person)	To agree to the potential purchase of a property which does not conform with the criteria of the Property Investment Strategy	EX	01 November 2018	22/11/18 EX		14/11/18					Richard Turner	Communities	Finance, Transformation and Property		Yes	No
EX3649	Devolution of Playgrounds to Thatcham Town Council	1.1 To consider Thatcham Town Council's (TTC) devolution proposal for the freehold transfer, and all future	EX	01 November 2018	22/11/18 EX		14/11/18				16/10/18 AMG	Paul Hendry	Environment	Planning, Housing and Waste		Yes	

**West Berkshire Council Forward Plan
9 October 2018 - 30 January 2018**

Key:	C= Council
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	PP= Joint Public Protection Committee

Reference	Item	Purpose	Decision Body	Month/Year	Executive	ID	Date Report Published	Council	Governance and Ethics Committee	OSMC	Other	Officer and Contact No	Directorate	Lead Member	Consultee(s)	Part II	Call In
GE3326	Review of the Revised Scrutiny Arrangements	To review the effectiveness of the new scrutiny arrangements introduced in May 2017	GE	01 November 2018			16/11/18		26/11/18 GE			Andy Day	Resources	Chairman of Governance and Ethics			
GE3360	Financial Statements 2017/18 - Annual Audit Letter	To provide Members with the Final Annual Audit Letter 2017/18 from external auditor. The audit letter summarises the outcome from their audit	GE	01 November 2018			16/11/18		26/11/18 GE			Lesley Flannigan	Resources	Finance, Transformation and Property			
GE3628	Internal Audit – Interim Report 2018-19	To update the Committee on the outcome of internal audit work	GE	01 November 2018			16/11/18		26/11/18 GE			Julie Gilhespy	Resources	Corporate Services			
GE3639	Risk Management Update Report Q2 2018/19	To provide an update with progress.	GE	01 November 2018			16/11/18		04/02/19 GE			Catalin Bogos	Resources	Corporate Services			
ID3447	West Berkshire Council Forward Plan – 11 December 2018 to 31 March 2019	To agree the Forward Plan for the next four months.	ID	01 November 2018		08/11/18	31/10/18					Moira Fraser	Resources	Leader of the Council, Strategy	Corporate Directors and Heads of Service	No	No
ID3448	West Berkshire Council Forward Plan – 4 January 2019 to 30 April 2019	To agree the Forward Plan for the next four months.	ID	01 November 2018		29/11/18	21/11/18					Moira Fraser	Resources	Leader of the Council, Strategy	Corporate Directors and Heads of Service	No	No
C3417	New Greenham Park Local Development Order	To adopt a Local Development Order at Greenham Business Park. A Local Development Order is a "simplified	C	01 December 2018			28/11/18	06/12/18 C			20/04/18 PAG	Michael Butler	Environment	Planning, Housing and Waste		No	n/a
C3260	Amendments to the Constitution	To review and amend sections of the Scheme of Delegation in light of	C	01 December 2018			05/09/18	06/12/18 C	tbc			Sarah Clarke	Resources	Corporate Services		No	No
C3428	Polling Places and Polling District Review 2018		C	01 December 2018				06/12/18 C				Phil Runacres	Resources	Corporate Services			No
C3430	Gambling Policy	To make any amendments to the Council's Gambling Policy arising from	C	01 December 2018				06/12/18 C				Laura Driscoll	Environment	Community Resilience & Partnerships			No
C3431	Licensing Policy	To make any amendments to the Council's Licensing Policy arising from the recent consultation and any legislative changes	C	01 December 2018				06/12/18 C				Laura Driscoll	Environment	Community Resilience & Partnerships			No
C3632	Proposed Member Development Programme - 2019/20	To agree the proposed Member Development Programme for 2019/20.	C	01 December 2018			28/11/18	06/12/18 C				Jude Thomas	Resources	Leader of the Council, Strategy		No	No
EX3608	Devolution	To determine plans for devolution to Parish and Town Councils.	EX	01 December 2018	20/12/18 EX							Jo Naylor	Resources	Community Resilience and Partnerships		No	Yes
EX3585	Proposed Property Investment (Paragraph 3 - information relating to financial/business affairs of	To agree to the potential purchase of a property which does not conform with the criteria of the Property Investment	EX	01 December 2018	20/12/18 EX		12/12/18					Richard Turner	Communities	Finance, Transformation and Property		Yes	No
EX3586	Proposed Property Investment (Paragraph 3 - information relating to financial/business affairs of	To agree to the potential purchase of a property which does not conform with the criteria of the Property Investment	EX	01 January 2019	17/01/19 EX		09/01/19					Richard Turner	Communities	Finance, Transformation and Property		Yes	No
EX3609	Devolution	To determine plans for devolution to Parish and Town Councils.	EX	01 January 2019	17/01/19 EX							Jo Naylor	Resources	Community Resilience and Partnerships		No	Yes
ID3449	West Berkshire Council Forward Plan – 5 February 2019 to 31 May 2019	To agree the Forward Plan for the next four months.	ID	01 January 2019		03/01/19	21/12/18					Moira Fraser	Resources	Leader of the Council, Strategy	Corporate Directors and Heads of Service	No	No

NOTICE OF A PRIVATE MEETING OF A DECISION-MAKING BODY¹

Notice of an imminent occasion when the public may be excluded from a meeting due to the likelihood that if members of the public were present during an item of business confidential or exempt information would be disclosed to them.

¹ In accordance with Regulation 5(7) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

1. At least 28 clear days before a private meeting² of a decision-making body, public notice³ must be given which must include a statement of reasons for the meeting to be held in private.
2. At least 5 clear days before a private meeting of a decision-making body, further public notice⁴ must be given which must include a statement of reasons for the meeting to be held in private, details of any representations received by the decision-making body about why the meeting should be open to the public and a statement of the Council's response to such representations.
3. Where the date by which a meeting must be held makes compliance with the above requirements impracticable, the meeting may only be held in private where the decision-making body has obtained agreement from the Chair of the Overview and Scrutiny Management Commission.

Date of Decision or period within which the decision is to be made	Ref No:	Matter in respect of which the decision is to be made	Short Description	Decision maker	Executive Member & Lead Officer	List of documents to be submitted to decision maker	Public or Private meeting. Statement of reasons if private.
18 October 2018	EX3590	Corporate Offices and School Building Cleaning Services	<i>To inform of the procurement route for the supply/provision of Corporate Offices and School Building Cleaning Services following consideration of all the options, and their relative benefits and risks.</i>	Executive	Corporate Services and Children, Education and Young People Tracy Washer	Report and associated appendices	(Paragraph 3 - information relating to financial/business affairs of particular person)
18 October 2018	EX3643	Contract extension for the Public Health School Nursing and Health Visiting Service: 0-19 (up to 25 for young people with special educational needs and disabilities)	<i>To inform the Executive of the approval granted by Procurement Board for an exception from the contract rules of procurement to extend the current contract for the Public Health School Nursing and Health Visiting Service 0-19 (up to 25 for young people with special educational needs and disabilities)</i>	Executive	Corporate Services and Health and Wellbeing, Culture and Leisure Eddie Clintworth	Report and associated appendices	(Paragraph 3 - information relating to financial/business affairs of particular person)

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² A 'private meeting' means a meeting or part of a meeting of a decision making body which is open to the public except to the extent that the public are excluded due to the confidential or exempt business to be transacted.

³ In accordance with Regulation 5(2) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

⁴ In accordance with Regulation 5(4) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

Date of Decision or period within which the decision is to be made	Ref No:	Matter in respect of which the decision is to be made	Short Description	Decision maker	Executive Member & Lead Officer	List of documents to be submitted to decision maker	Public or Private meeting. Statement of reasons if private.
18 October 2018	EX3583	Proposed Property Investment (if needed)	<i>To agree to the potential purchase of a property which does not conform with the criteria of the Property Investment Strategy</i>	Executive	Finance, Transformation and Property	Report and associated appendices	(Paragraph 3 - information relating to financial/business affairs of particular person)

Andy Day
Head of Strategic Support
West Berkshire Council

Date: 29 September 2018

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Individual Executive Member Decision

Appointment of a Representative on the West Berkshire Standing Advisory Council on Religious Education

Committee considering report:	Individual Executive Member Decision
Date ID to be signed:	06 September 2018
Portfolio Member:	Councillor Lynne Doherty
Forward Plan Ref:	ID3635

1. Purpose of the Report

- 1.1 To recommend the appointment of Ms Mary Stagg as a Church of England representative on the West Berkshire Standing Advisory Council on Religious Education.

2. Recommendation

- 2.1 To agree the appointment of Ms Mary Stagg as a Church of England representative on the West Berkshire Standing Advisory Council on Religious Education.

3. Implications

- 3.1 **Financial:** N/A
- 3.2 **Policy:** This is in accordance with the SACRE requirements of Section 390 of the Education Act 1996.
- 3.3 **Personnel:** N/A
- 3.4 **Legal:** N/A
- 3.5 **Risk Management:** N/A
- 3.6 **Property:** N/A
- 3.7 **Other:** N/A

4. Consultation Responses

Members:

Acting Leader of Council:	Councillor Graham Jones
Overview & Scrutiny Management	Councillor Emma Webster

Commission Chairman:

Opposition Spokesperson: Councillor Mollie Lock

Local Stakeholders: WBC SACRE

Officers Consulted: n/a

Trade Union: n/a

5. Other options considered

5.1 N/A

6. Introduction/Background

- 6.1 The Standing Advisory Council on Religious Education (SACRE) was established in accordance with Section 390 of the Education Act 1996 by West Berkshire District Council acting as the Local Education Authority.
- 6.2 The SACRE was established to set the RE syllabus, advise the Local Authority on matters connected with religious worship and advise on methods of teaching, the choice of materials used and the provision of training for teachers.

The standing Advisory Council on Religious Education comprises four groups each with a single vote to use when voting is necessary.

The four groups are:

Group A: Representatives of Christian denominations other than the Church of England and of other religions	Group B: Church of England representatives
Group C: Up to 6 Education Union representatives from the following Unions, with no more than 3 from any one union: NUT, NAS/UWT, ATL, PAT, NAHT,SHA	Group D Representatives of the local authority

- 6.3 The Local Authority is responsible for appointing members to each of these four groups. This is usually achieved by seeking nominations from each area.
- 6.4 A nomination has been received for Ms Mary Stagg. If appointed, Ms Stagg would represent Group B on the West Berkshire SACRE. The nomination has been supported by Anne Andrews RE Adviser at the Oxford Diocesan Board of Education. Following consultation no objections were received to this nomination.
- 6.5 It is therefore proposed that this nomination be accepted.

7. Supporting Information

7.1 The Education Act 1996.

8. Proposal

8.1 To appoint Ms Mary Stagg to Group B (Church of England representatives) of the West Berkshire SACRE.

Background Papers:

The West Berkshire SACRE Constitution

Subject to Call-In:

Yes: No:

Officer details:

Name: Moira Fraser
Job Title: Democratic and Electoral Services Manager
Tel No: 01635 519045
E-mail Address: mfraser@westberks.gov.uk

9. Conclusion

9.1 In order to maintain the structure of the West Berkshire SACRE, it is necessary to appoint representatives to each of the groups of representatives.

10. Appendices

There are no appendices to this report.

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