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NOTICE OF MEETING - POLICY COMMITTEE 27 MAY 2020

A meeting of the Policy Committee will be held on Wednesday, 27 May 2020 at 6.30 pm in the Online Meeting via Microsoft Teams. The Agenda for the meeting is set out below.

1. CHAIR'S ANNOUNCEMENTS
2. DECLARATIONS OF INTEREST
3. PETITIONS AND QUESTIONS

To receive any petitions from the public and any questions from the public and Councillors.

4. **ANNUAL COUNCIL MEETING CANCELLATION & ARRANGEMENTS**

3 - 28

This report sets out the arrangements to be made in accordance with Section 78 of the Coronavirus Act 2020 and 'the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations, as a result of the recommendation to cancel the Annual Council Meeting, which had been due to take place on 2 June 2020.

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READING BOROUGH COUNCIL

REPORT BY EXECUTIVE DIRECTOR OF RESOURCES

TO:	POLICY COMMITTEE		
DATE:	27 MAY 2020		
TITLE:	ANNUAL COUNCIL MEETING CANCELLATION & ARRANGEMENTS		
LEAD COUNCILLOR:	COUNCILLOR BROCK	PORTFOLIO:	LEADER OF THE COUNCIL
SERVICE:	LEGAL & DEMOCRATIC SERVICES	WARDS:	BOROUGHWIDE
LEAD OFFICER:	MICHAEL GRAHAM	TEL:	0118 937 3470
JOB TITLE:	ASSISTANT DIRECTOR, LEGAL AND DEMOCRATIC SERVICES	E-MAIL:	michael.graham@reading.gov.uk

1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 This report sets out the arrangements to be made in accordance with Section 78 of the Coronavirus Act 2020 [the Act] and ‘the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020’ [the Regulations] to postpone or cancel the Annual Council Meeting, which had been due to take place on 2 June 2020.
- 1.2 The Act and Regulations have made provision for local authorities to allow meetings to occur without the participants being in the same place. Local authority meetings can take place under the Regulations with members in more than one place, including at electronic, digital or virtual locations such as internet locations, web addresses or conference call telephone numbers. However, it is recommended that this year’s Annual Council Meeting should be cancelled on the grounds of the complexity involved in holding a ceremonial meeting of this kind and given that the Regulations allow for this eventuality.
- 1.3 Online meetings will take place and the Policy Committee at its meeting on 27 April 2020 agreed protocols for the Policy Committee, Planning Applications Committee and Licensing Applications Sub-Committees 1 and 2 to continue to meet under the new arrangements set out in the Regulations. The Council along with its other Committees, Sub-Committees and consultative bodies will cease to meet for the time being.
- 1.4 Section 78(3) of the Act paved the way for the Regulations in relation to local authority meetings required to be held, or held, before 7 May 2021. The Assistant Director of Legal and Democratic Services or Policy Committee will also be able to end or make

amendments to the arrangements prior to 7 May 2021. The Regulations can be viewed through the following link:

<https://www.legislation.gov.uk/uksi/2020/392/regulation/5/made>

2. RECOMMENDED ACTION

- 2.1 That, in accordance with Regulation 6(c) of the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, the Annual Council Meeting due to be held on 2 June 2020 be cancelled until such time as guidance on social distancing allows;
- 2.2 That, in accordance with Standing Order 3, notice be given that the Leader of Council shall petition the Chief Executive (Head of Paid Service) to call an Extraordinary Council Meeting for the purpose of confirming the appointment of the Mayor, at the appropriate time;
- 2.3 That, subject to formal confirmation at an Extraordinary Council Meeting, Councillor David Stevens be appointed Mayor of this Borough and Councillor Rachel Eden be appointed Deputy Mayor for the 2020/21 Municipal Year;
- 2.4 That the appointments set out below be confirmed:
- Leader of the Council - Councillor Jason Brock
Deputy Leader - Councillor Tony Page
- Lead Councillors & Portfolios:
- Adult Social Care - Councillor Tony Jones
Children - Councillor Liz Terry
Corporate & Consumer Services - Councillor Ellie Emberson
Culture, Heritage & Recreation - Councillor Karen Rowland
Education - Councillor Ashley Pearce
Health, Wellbeing & Sport - Councillor Graeme Hoskin
Housing - Councillor John Ennis
Neighbourhoods & Communities - Councillor Adele Barnett-Ward
Strategic Environment, Planning & Transport - Councillor Tony Page
- 2.5 That Chairs and Vice-Chairs of Committees & Sub-Committees be as set out in paragraphs 4.5 and 4.7 below;
- 2.6 That the appointments to Committees, Sub-Committees and other bodies be approved as set out in Appendix A to the report, as well as the appointments and arrangements in place for reduced membership online meetings of Policy Committee and Planning Applications Committee, also described in Appendix A;
- 2.7 That the appointments to outside organisations be approved as set out in Appendix B to the report;
- 2.8 That the alternative calendars of meetings for 2020/21, which had been prepared either to hold a reduced number of online meetings or a full schedule of meetings

in preparation for the lifting of restrictions in relation to the Covid-19 pandemic, be approved as set out in Appendix C to the report.

Appendix A - Appointments to Committees, Sub-Committees and Other Bodies

Appendix B - Appointments to Outside Bodies

Appendix C - Meetings Calendars for 2020/21

3. POLICY CONTEXT

- 3.1 To enable the Council to fulfil its leadership role at this incredibly challenging time, and to guide its work with partners in providing the support that residents and businesses need, the Council's current Corporate Plan priorities have been reframed to provide clarity of purpose and the three point strategic framework that has been adopted is based around the following three broad priorities:
- To support and protect vulnerable children and adults by ensuring the social care system continues to function effectively;
 - To support the people who are most vulnerable and isolated in our communities;
 - To support businesses and the local economy, and secure Reading's economic recovery.
- 3.2 The Government has passed legislation which enables this year's Annual Council Meeting to be postponed or cancelled and any appointments currently in place to be allowed to continue until the next Annual Meeting takes place. There is also the ability to hold an Annual Meeting as planned or review decisions at a later meeting in the Municipal Year.

4. THE PROPOSAL

- 4.1 The Annual Council Meeting or 'Mayor Making' is held in May/ June each year. This year due to the Covid-19 pandemic the Government has issued Regulations that remove the requirement on local authorities to hold their Annual Council Meeting. The Council is not prevented from holding an annual meeting in 2020, if it wishes to do so, but the legislative requirement has been relaxed.
- 4.2 In addition, the Regulations allow appointments that would otherwise be made or are required to be made at the annual meeting of a local authority, to continue until the next annual meeting or until such time as that authority may determine. This appears to cover the election of The Mayor and appointment of the Deputy Mayor. Therefore, the appointments currently in place could be allowed to continue until the next Annual Meeting or they could be reviewed at an earlier meeting if preferred.
- 4.3 In view of the current Covid-19 emergency, it is recommended that in the main the appointments made at the Council meeting held on 22 May 2019 should be allowed to remain in force, with the ability to review those appointments at a later Council meeting or other Committee during the 2020/21 Municipal Year, if appropriate.
- 4.4 The Annual Council Meeting also sets up the Council's Committees and other bodies for the forthcoming year and confirms their powers and duties. It is also recommended that these should remain largely unchanged for the 2020/21 Municipal Year or until the Council decides it is able to review them.

- 4.5 In the main the current appointments will remain in place until the next Annual Meeting or until they can be considered at an earlier Council Meeting, if preferred. However, there are changes as a result of this report, some of which will be subject to confirmation at a future Council meeting where necessary. These changes are highlighted in bold text.

Mayor - Councillor David Stevens

Deputy Mayor - Councillor Rachel Eden

Leader of the Council - Councillor Jason Brock

Deputy Leader - Councillor Tony Page

Lead Councillor and Allocation of Portfolios

Adult Social Care	Councillor Jones
Children	Councillor Terry
Corporate and Consumer Services	Councillor Emberson
Culture, Heritage & Recreation	Councillor Rowland
Education	Councillor Pearce
Health, Wellbeing & Sport	Councillor Hoskin
Housing	Councillor Ennis
Neighbourhoods & Communities	Councillor Barnett-Ward
Strategic Environment, Planning & Transport	Councillor Page

Appointment of Council Committees and other bodies

The current membership details for Committees and Sub-Committees are attached to the report at Appendix A for reconfirmation.

Appointment of Chairs/Vice-Chairs of Committees

Committee	Chair	Vice-Chair
Adult Social Care, Children's Services & Education	Councillor McEwan	Councillor Challenger
Audit & Governance	Councillor Stevens	Councillor Davies
Health & Wellbeing Board	Councillor Hoskin	Dr A Ciecierski
Housing, Neighbourhoods & Leisure	Councillor Davies	Councillor Lovelock
Licensing Applications	Councillor Edwards	Councillor Woodward
Planning Applications	Councillor McKenna	Councillor Sokale
Personnel	Councillor Emberson	Councillor Brock
Investigating & Disciplinary Committee	Councillor Brock	Councillor Page
Appeals Committee	Councillor Lovelock	Councillor Edwards
Policy	Councillor Brock	Councillor Page
Standards	Mrs T Barnes	Councillor Edwards
Strategic Environment, Planning & Transport	Councillor Gittings	Councillor Eden

- 4.6 The Annual Council Meeting also considers changes to the Constitution; Delegations including the Monitoring Officer's ability to grant a general dispensation to members in certain circumstances; and a motion to agree the dates of the Council meetings for the forthcoming year. As a result of the current Covid-19 pandemic, it is recommended that the Constitution and any other matters that were due to be considered remain unchanged until such time that the Council decides to review them. The Council's Constitution can be found at the following link: https://www.reading.gov.uk/media/1338/Constitution-of-The-Council/pdf/Constitution_of_the_Council.pdf.
- 4.7 The Annual Council Meeting is immediately followed by meetings of the Policy Committee, Strategic Environment, Planning & Transport Committee and the Licensing Applications Committee to make appointments to their Sub-Committees and some outside organisations. It is recommended that these appointments, which include the Chairs and Vice-Chairs of The Mapledurham Playing Fields Trustees' Sub-Committee, Traffic Management Sub-Committee and the Licensing Applications Sub-Committee 3 are mostly unchanged for the forthcoming Municipal Year, as follows:

Sub-Committee	Chair	Vice-Chair
Mapledurham Playing Fields Trustees'	Councillor Edwards	Councillor Ayub
Traffic Management	Councillor Ayub	Councillor Debs Absolom
Licensing Applications Sub-Committee 3	Councillor Edwards	Councillor Woodward

The current Sub-Committee appointments are attached in Appendix A for reconfirmation.

Similarly, there are relatively few changes recommended to the outside bodies schedule from the previous year. The updated list of outside body appointments for 2020/21 is attached at Appendix B for approval.

- 4.8 Attached at Appendix C to the report are two calendars of meetings for 2020/21, which have been prepared to hold a reduced number of online meetings as agreed at Policy Committee on 27 April 2020 (currently scheduled for up to the end of August 2020) and a possible full schedule of meetings in preparation for the lifting of restrictions in relation to the Covid-19 pandemic.

The second 'full' calendar is currently scheduled from September 2020, as this is when the autumn "cycle" of committee meetings starts, in the hope that, by then, it may be possible to restore meetings to nearer normality, but the holding of any meetings in person will be subject to the receipt of any further guidance and consideration of the health and safety of all those involved.

The calendars may therefore need further amendment as and when appropriate.

5. CONTRIBUTION TO STRATEGIC AIMS

5.1 The Council's reframed three broad priorities, as set out above, are consistent with the Council's Corporate Plan priorities and strategic aims.

5.2 The Corporate Plan Priorities are:

1. Securing the economic success of Reading and provision of job opportunities
2. Ensuring access to decent housing to meet local needs
3. To protect and enhance the lives of vulnerable adults and children
4. Keeping Reading's environment clean, green and safe
5. Ensuring that there are good education, leisure and cultural opportunities for people in Reading
6. Ensuring the Council is fit for the future

5.3 The re-appointment of Councillors to specific leadership roles, including Committees and as representatives on outside organisations will ensure continuity at this difficult time and support the Council's focus on its strategic aims and the reframed three broad priorities set out in paragraph 3.1 above. The governance of the Council and the contribution it makes to the delivery of effective decisions and its business management is a key component for the delivery of the Council's strategic aims.

6. ENVIRONMENTAL AND CLIMATE IMPLICATIONS

6.1 The Council declared a Climate Emergency at its meeting on 26 February 2019 (Minute 48 refers). There are no specific environmental and climate implications to report in relation to the recommendations set out in this report.

7. COMMUNITY ENGAGEMENT AND INFORMATION

7.1 Section 138 of the Local Government and Public Involvement in Health Act 2007 places a duty on local authorities to involve local representatives when carrying out "any of its functions" by providing information, consulting or "involving in another way". This report recommends largely retaining continuity of membership and appointments for the forthcoming year as a means to avoid unnecessary disruption to councillors' representational roles at this challenging time.

8. EQUALITY IMPACT ASSESSMENT

8.1 Under the Equality Act 2010, Section 149, a public authority must, in the exercise of its functions, have due regard to the need to—

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

8.2 There is no need to undertake an EIA in relation to the recommendations set out in this report.

9. LEGAL IMPLICATIONS

9.1 The legal implications are covered elsewhere in the main body of the report.

10. FINANCIAL IMPLICATIONS

10.1 There are no financial implications as a result of the recommendations.

11. BACKGROUND PAPERS

11.1 None

APPOINTMENT OF COUNCIL COMMITTEES, SUB-COMMITTEES AND OTHER BODIES

- (1) That, subject to the provisions of the Local Government and Housing Act, 1989, and Regulations made thereunder, the following Councillors be appointed to serve on Committees in the Municipal Year 2020/21:

Adult Social Care, Children's Services & Education Committee (10:3:1:1)

<u>Labour</u> <u>Councillors</u>	<u>Conservative</u> <u>Councillors</u>	<u>Liberal Democrat</u> <u>Councillor</u>	<u>Green</u> <u>Councillor</u>
David Absolom	Ballsdon	O'Connell	White
Challenger	Grashoff		
Hoskin	Robinson		
Jones			
Khan			
McEwan			
McKenna			
Pearce			
Sokale			
Terry			

Audit & Governance Committee (5:2:1)

<u>Labour</u> <u>Councillors</u>	<u>Conservative</u> <u>Councillors</u>	<u>Green</u> <u>Councillor</u>
Davies	Robinson	J Williams
Edwards	Stevens	
Emberson		
Gittings		
McKenna		

Health & Wellbeing Board

Leader of the Council
 Lead Councillor for Health, Wellbeing and Sport
 Lead Councillor for Adult Social Care
 Lead Councillor for Children

Named Substitutes: Councillors David Absolom, McEwan and R Williams

Observers: Conservative and Liberal Democrat Group Spokespersons

Housing, Neighbourhoods & Leisure Committee (10:4:1:1)

<u>Labour Councillors</u>	<u>Conservative Councillors</u>	<u>Liberal Democrat Councillor</u>	<u>Green Councillor</u>
Barnett-Ward Davies Ennis Hacker Hoskin James Leng Lovelock Rowland R Williams	Carnell Grashoff Manghnani R Singh	O'Connell	McGonigle

Licensing Applications Committee (7:3)

<u>Labour Councillors</u>	<u>Conservative Councillors</u>
Edwards Maskell Page Rowland D Singh Woodward James	Carnell Rynn Skeats

Personnel Committee (4:1)

<u>Labour Councillors</u>	<u>Conservative Councillor</u>
Brock Emberson Lovelock Page (or nominees)	Skeats

Investigating & Disciplinary Committee (4:1)

<u>Labour Councillors</u>	<u>Conservative Councillors</u>
Brock Emberson Page Terry (or nominees)	Skeats

Appeals Committee (4:1)

<u>Labour</u> <u>Councillors</u>	<u>Conservative</u> <u>Councillors</u>
Ayub	Stevens
Edwards	
Ennis	
Lovelock	
(or nominees)	

Planning Applications Committee (9:3:1:1)*

<u>Labour</u> <u>Councillors</u>	<u>Conservative</u> <u>Councillors</u>	<u>Liberal Democrat</u> <u>Councillor</u>	<u>Green</u> <u>Councillor</u>
Ennis	Carnell	Duveen	J Williams
Lovelock	Robinson		
McEwan	Stanford-Beale		
McKenna			
Page			
Rowland			
D Singh			
Sokale			
R Williams			

*That the decision of the Policy Committee (Minute 90 refers), at its meeting on 27 April 2020, to appoint a reduced membership Planning Applications Committee to assist the running of these meetings while they were meeting 'online' due to the Covid-19 pandemic, be noted and the membership be reconfirmed as follows:

Planning Applications Committee (6:2:1:1)

<u>Labour</u> <u>Councillors</u>	<u>Conservative</u> <u>Councillors</u>	<u>Liberal Democrat</u> <u>Councillor</u>	<u>Green</u> <u>Councillor</u>
Ennis	Robinson	Duveen	Josh Williams
Lovelock	Stanford-Beale		
McKenna			
Page			
Rowland			
Sokale			

That the members of the full Planning Applications Committee set out above but not included in the reduced membership would be entitled to act as substitutes on the Committee in place of a member of their Group; and where a Group had only one member of the Planning Applications Committee appointed, the Group Leader would be entitled to nominate a substitute member, in the event that their Group member was unable to attend the Committee and the Assistant Director of Legal & Democratic Services be authorised to appoint that Councillor as a substitute member of the Committee.

Policy Committee (10:4:1:1)*

<u>Labour</u> <u>Councillors</u>	<u>Conservative</u> <u>Councillors</u>	<u>Liberal Democrat</u> <u>Councillor</u>	<u>Green</u> <u>Councillor</u>
Barnett-Ward	Robinson	Duveen	White
Brock	Skeats		
Emberson	Stanford-Beale		
Ennis	Stevens		
Hoskin			
Jones			
Rowland			
Page			
Pearce			
Terry			

*That the decision of the Policy Committee (Minute 90 refers), at its meeting on 27 April 2020, to appoint a reduced membership Policy Committee to assist the running of these meetings while they were meeting 'online' due to the Covid-19 pandemic, be noted and the membership be agreed as follows:

Policy Committee (6:2:1:1)

<u>Labour</u> <u>Councillors</u>	<u>Conservative</u> <u>Councillors</u>	<u>Liberal Democrat</u> <u>Councillor</u>	<u>Green</u> <u>Councillor</u>
Brock	Skeats	Duveen	White
Emberson	Stevens		
Hoskin			
Jones			
Page			
Terry			

That the members of the full Policy Committee set out above but not included in the reduced membership would be entitled to act as substitutes on the Committee in place of a member of their Group; and where a Group had only one member of the Policy Committee appointed, the Group Leader would be entitled to nominate a substitute member, in the event that their Group member was unable to attend the Committee and the Assistant Director of Legal & Democratic Services be authorised to appoint that Councillor as a substitute member of the Committee.

Standards Committee (5:2)

<u>Labour Councillors</u>	<u>Conservative</u> <u>Councillors</u>
Ayub	R Singh
Edwards	
Gittings	
Khan	
Lovelock	

(Together with the following independent member: Mrs T Barnes)

Named Substitutes (1:1)

<u>Labour</u> <u>Councillors</u>	<u>Conservative</u> <u>Councillors</u>
Ennis	Skeats

Strategic Environment, Planning & Transport Committee (9:3:1:1)

<u>Labour</u> <u>Councillors</u>	<u>Conservative</u> <u>Councillors</u>	<u>Liberal Democrat</u> <u>Councillor</u>	<u>Green</u> <u>Councillor</u>
Debs Absolom Ayub Challenger Eden Emberson Gittings Maskell Page R Williams	Carnell Stanford-Beale Robinson	Duveen	McGonigle

- (2) That the following Councillors be appointed to serve on Sub-Committees in the Municipal Year 2020/21:

The Mapledurham Playing Fields Trustees Sub-Committee (5:2)

<u>Labour</u> <u>Councillors</u>	<u>Conservative Councillors</u>
Ayub Edwards Emberson Gittings James	Rynn

- (A) That, under the provisions of Section 9 of the Licensing Act 2003, two Licensing Applications Sub-Committees (Sub-Committees 1 and 2), each consisting of three members, be established for the Municipal Year 2020/21 to deal with applications for licences under Section 7 of the Act;
- (B) That the members of Sub-Committees 1 and 2 be drawn from the membership of the Licensing Applications Committee;
- (C) That, under the provisions of Sections 101 and 102 of the Local Government Act 1972, an additional Licensing Applications Sub-Committee be established for the Municipal Year 2020/21, to deal with other licensing matters, as follows:

Licensing Applications Sub-Committee 3 (4:2)

Labour Councillors

Edwards
Rowland
Woodward
Jones

Conservative Councillors

Rynn
Skeats

Substitutes (2:1)

Labour Councillors

Challenger
R Williams

Conservative Councillors

Carnell

Traffic Management Sub-Committee (8:3:1:1)

Labour Councillors

Debs Absolom
David Absolom
Ayub
Ennis
Barnett-Ward
Hacker
Page
Terry

Conservative Councillors

Carnell
R Singh
Stanford-Beale

Liberal Democrat Councillor

Duveen

Green Councillor

Whitham

- (3) That the following Councillors be appointed to serve on other bodies in the Municipal Year 2020/21:

Access and Disabilities Working Group (3:1)

Labour Councillors

Eden
Khan
R Williams

Conservative Councillor

Manghnani

Adult Safeguarding Panel (3:1:1)

Labour Councillors

Edwards
Hoskin
Jones

Conservative Councillor

Manghnani

Liberal Democrat Councillor

O'Connell

Alliance for Cohesion and Racial Equality (1:1:1)

<u>Labour Councillor</u>	<u>Conservative Councillor</u>	<u>Liberal Democrat Councillor</u>	<u>Green Councillor</u>
James	R Singh	O'Connell	J Williams

Appeals Pool from which Members will be drawn to serve on the Curriculum Complaints Panel or the Removal of Early Years Providers Appeals Panel, as required by regulation.

<u>Labour Councillors</u>	<u>Conservative Councillor</u>	<u>Liberal Democrat Councillor</u>
Davies Eden Edwards Hoskin Khan Lovelock	Stanford-Beale Grashoff	O'Connell

Arts & Heritage Forum (5:2)

<u>Labour Councillors</u>	<u>Conservative Councillor</u>
Ayub Hacker Rowland R Williams Challenger	Grashoff Manghnani

Children's Safeguarding Panel (3:1:1)

<u>Labour Councillors</u>	<u>Conservative Councillor</u>	<u>Liberal Democrat Councillor</u>
Lovelock Pearce Terry	Robinson	O'Connell

Civic Board (6:3:1)

<u>Labour Councillors</u>	<u>Conservative Councillors</u>	<u>Liberal Democrat Councillor</u>
Brock Emberson Gittings Lovelock Page R Williams	Skeats Stanford-Beale Stevens	Duveen

Cleaner Air & Safer Transport Forum

<u>Labour Councillor</u>	<u>Conservative Councillor</u>	<u>Liberal Democrat Councillor</u>	<u>Green Councillor</u>
Debs Absolom Barnett-Ward Gittings Hoskin	Stanford-Beale	Duveen	Whitham

Community Safety Partnership

Councillors Barnett-Ward, Brock and Page
Observer: Councillor R Singh

Cultural Partnership Board

Lead Councillor for Culture, Heritage and Recreation and other Group Spokespersons.

Cycle Forum (4:1:1:1)

<u>Labour Councillor</u>	<u>Conservative Councillor</u>	<u>Liberal Democrat Councillor</u>	<u>Green Councillor</u>
Debs Absolom Barnett-Ward Gittings Page	Stanford-Beale	O'Connell	Whitham

Community Learning and Skills Advisory Board

Leader of the Council, Lead Councillor Education and Councillor Eden
Conservative Group Spokesperson

Local Joint Forum (3:1)

<u>Labour Councillors</u>	<u>Conservative Councillor</u>
Brock Emberson Page (or nominees)	Stanford-Beale

Older People's Working Group (5:1)

<u>Labour Councillors</u>	<u>Conservative Councillor</u>
Eden Khan Jones Leng R Williams	Manghnani

Parenting Panel (3:1:1)

Labour Councillors

David Absolom
Sokale
Terry

Conservative Councillor

Robinson

Liberal Democrat Councillor

O'Connell

Planning Management Panel (3:1:1)

Labour Councillors

McKenna
Rowland
Sokale
(or nominees)

Conservative Councillor

Stanford-Beale

Liberal Democrat Councillor

Duveen

SACRE (3:1:1)

Labour Councillors

Khan
Pearce
McKenna

Conservative Councillor

R Singh

Liberal Democrat Councillor

O'Connell

Safer Reading Neighbourhood Forum (3:1)

Labour Councillors

James
Leng
Rowland

Conservative Councillor

R Singh

School Admission Forum

Councillors David Absolom and Pearce
Observers - Councillors Grashoff and O'Connell

Secure Accommodation Panel

Councillor Edwards
Standing Deputy: Councillor D Singh

Town Twinning Group (2:1)

Labour Councillors

Brock
Rowland
(Mayor - ex-officio)

Conservative Councillor

Manghnani

- (4) That the following Councillors be appointed/nominated as appropriate as Chairs/Vice-Chairs of the bodies listed at (2) above:

Working Party etc

Chair/Vice Chair

Access & Disabilities Working Group	Councillor Eden (Chair)
Adult Safeguarding Panel	Councillor R Williams (Vice-Chair)
Arts & Heritage Forum	Councillor Jones (Chair)
Children's Safeguarding Panel	Councillor Hacker (Chair)
Civic Board	Councillor R Williams (Vice-Chair)
Cleaner Air & Safer Transport Forum	Councillor Terry (Chair)
Community Safety Partnership	Councillor Page (Chair)
Cultural Partnership Board	Councillor Barnett-Ward (Chair)
Cycle Forum	Councillor Brock (Vice-Chair)
Community Learning & Skills Advisory Board (formerly Lifelong Learning Board)	Councillor Rowland (Chair)
Local Joint Forum	Councillor Barnett-Ward (Chair)
Older People's Working Group	Councillor Pearce (Chair)
Parenting Panel	Councillor Emberson (Vice-Chair)
Planning Management Panel	Councillor Khan (Chair)
SACRE	Councillor Jones (Vice-Chair)
Safer Reading Neighbourhood Forum	Councillor Terry (Chair)
School Admission Forum	Councillor David Absolom (Vice-Chair)
Town Twinning Group	Councillor McKenna (Chair)
	Non-Councillor
	Councillor Barnett-Ward (Chair)
	Councillor Pearce (Chair)
	The Mayor

- (5) That the terms of reference of the above Committees, Sub-Committees and other bodies be approved as set out in Articles 7 (Committees), 8 (Regulatory & Other Committees), 9 (The Standards Committee) and 10 (Consultative Committees & Forums) of Part 2 of the Council's Constitution.

Category	Outside Body	Name	Party	Special Responsibilities
Council-Owned Companies	Homes for Reading Limited	Councillor John Ennis	Labour	
		Councillor Clare Grashoff	Conservative	
		Councillor Jo Lovelock	Labour	
		Councillor Sarah Hacker	Labour	Chair
		Frances Martin		
Council-Owned Companies	Reading Transport Limited	Keith Moffat		
		David Sutton		
		Francis Connolly		
		Councillor Jane Stanford-Beale	Conservative	
		Chris Gavin		
		Mark Adams		
		Trish Thomas		
		Councillor Rose Williams	Labour and Co-operative	
Local organisations	Age UK Berkshire - Board observer	Councillor Gul Khan	Labour	
Local organisations	Berkshire Community Foundation	Councillor Mohammed Ayub	Labour	
Local organisations	Berkshire Healthcare Foundation Trust – Governor	Councillor Ruth McEwan	Labour	
Local organisations	Berkshire Maestros	Councillor Paul Gittings	Labour	
Local organisations	Caversham Park Village Association	Councillor Clare Grashoff	Conservative	
Local organisations	Citizens' Advice Bureau Trustee Board	Councillor Helen Manghnani	Conservative	
		Councillor Liz Terry	Labour and Co-operative	
		Councillor Micky Leng	Labour	
Local organisations	Conservation Area Advisory Committee	Councillor David Stevens	Conservative	
		Councillor Richard Davies	Labour	
Local organisations	Earley Charity	David Sutton		
		Councillor Liz Terry	Labour and Co-operative	
Local organisations	Hexham Community Association Management Committee	Councillor David Absolom	Labour	
Local organisations	Kennet Day Nursery Association	Councillor Ruth McEwan	Labour	

Local organisations	Launchpad Reading	Councillor Rachel Eden	Labour	
Local organisations	Mapledurham Playing Fields Management Committee	Councillor Isobel Ballsdon Councillor Paul Carnell Councillor Jeanette Skeats	Conservative Conservative Conservative	Chairman
Local organisations	Pakistani Community Association	Councillor Tony Jones	Labour and Co-operative	
Local organisations	Queen Victoria Institute	Councillor Karen Rowland Bet Tickner	Labour	
Local organisations	Readibus Board of Directors	Councillor Mohammed Ayub Councillor Gul Khan Councillor Ruth McEwan Councillor Rose Williams Councillor Jane Stanford-Beale	Labour Labour Labour Labour and Co-operative Conservative	
Local organisations	Reading College Business Advisory Board	Councillor Ashley Pearce	Labour	
Local organisations	Reading Deaf Centre	Councillor Gul Khan Councillor Gul Khan	Labour Labour	
Local organisations	Reading Dispensary Trust	Councillor Rose Williams	Labour and Co-operative	
Local organisations	Reading In Bloom Committee	Councillor Karen Rowland	Labour	
Local organisations	Reading Sports Aid Fund	Councillor Paul Gittings Councillor Graeme Hoskin Councillor Deborah Edwards	Labour Labour Labour	ex-Officio
Local organisations	Reading Voluntary Action	Councillor Adele Barnett-Ward	Labour	
Local organisations	Royal Berkshire NHS Foundation Trust - Governor	Councillor Ruth McEwan	Labour	
Local organisations	St Laurence Relief in Need Trust	Trish Thomas Councillor Rose Williams	Labour and Co-operative	
Local organisations	Standing Committee On Archives	Councillor Sarah Hacker	Labour	
Local organisations	Tilehurst Poor's Land Charity	Sandra Vickers		

Local organisations	University of Reading Court	Councillor Paul Woodward	Labour	
National and Regional bodies	Improvement and Efficiency South-East	Councillor Tony Page Councillor Jason Brock	Labour Labour	Shareholder representative
National and Regional bodies	Kennet and Avon Canal Trust	Councillor Paul Gittings	Labour	
National and Regional bodies	Local Government Association (Conference)	Councillor Tony Page Councillor Jason Brock	Labour Labour	
National and Regional bodies	Local Government Association (General Assembly)	Councillor Tony Page	Labour	
National and Regional bodies	Local Government Information Unit Management Commi	Councillor Rachel Eden Councillor Emmett McKenna	Labour Labour	
National and Regional bodies	South East Employers	Councillor Jason Brock Councillor Tony Page Councillor Ellie Emberson	Labour Labour Labour	Substitute
National and Regional bodies	South East England Councils	Councillor Jason Brock Councillor Tony Page	Labour Labour	Substitute
National and Regional bodies	South East Reserve Forces and Cadets' Association	Councillor Tony Jones	Labour and Co-operative	
National and Regional bodies	South East Strategic Leaders	Councillor Jason Brock Councillor Tony Page	Labour Labour	Substitute
Partnership bodies	AWE Aldermaston – Local Liaison Committee	Councillor Helen Manghnani Councillor Ayo Sokale	Conservative Labour and Co-operative	
Partnership bodies	Local Enterprise Partnership	Councillor Jason Brock	Labour	
Partnership bodies	Mid and West Berkshire Local Access Forum	Councillor Karen Rowland	Labour	
Partnership bodies	Reading Climate Change Partnership	Ben Burfoot Councillor Tony Page	Labour	
Other Companies	Association of Public Service Excellence (APSE)	Councillor Paul Gittings Councillor Sophia James	Labour Labour	

Other Companies	Kenavon Drive Management Company	Councillor Tony Page	Labour
Other Companies	Reading UK Community Interest Company Board	Peter Sloman Councillor Jason Brock	Labour
Other Companies	Trading Standards South-East Ltd	Trading Standards Manager	
Joint Committees	Berkshire Local Transport Body	Councillor Debs Absolom Councillor Tony Page	Labour Labour
Joint Committees	Berkshire Pension Fund Panel	Councillor Jo Lovelock	Labour
Joint Committees	Bus Lane Adjudication Service Joint Committee / Parkin	Councillor Tony Page Councillor Debs Absolom	Labour Labour
Joint Committees	Joint Waste Disposal Board	Councillor Adele Barnett-Ward Councillor Tony Page	Labour Labour
Joint Committees	Royal Berkshire Fire Authority	Councillor Paul Gittings Councillor Jo Lovelock Councillor Jane Stanford-Beale	Labour Labour Conservative
Joint Committees	Thames Valley Police & Crime Panel	Councillor Adele Barnett-Ward Councillor Liz Terry	Labour Labour and Co-operative Substitute

Draft Online Meetings YEAR PLANNER: MUNICIPAL YEAR 2020-21

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
MAY		SAT	SUN					BANK HOLIDAY	SAT	SUN			Labour LSC3 (prov)	ConGS		SAT	SUN				LSC2 (prov)		SAT	SUN	BANK HOLIDAY	LSC1 (prov) HT	POL.C HT	HT	HT		SAT	SUN
JUNE	PLNMP Labour		P.A.C	LSC3 (prov)		SAT	SUN					LSC1	SAT	SUN						SAT	SUN				LSC2 (prov)		SAT	SUN			LSC1 (prov) LSC2 (prov)	
JULY	LSC3 (prov)	TM.SC		SAT	SUN				LSC1 (prov) LSC2 (prov)		SAT	SUN		PLNMP Lib Dem	AG.C	P.A.C	Con GS	SAT	SUN			LSC1 (prov)			SAT	SUN					Con GS	
AUG	SAT	SUN				Labour LSC2 (prov)		SAT	SUN						SAT	SUN					LSC2 (prov)		SAT	SUN				Lib Dem LSC2 (prov)		SAT	SUN	BANK HOLIDAY
			POL.C		LSC3 (prov)					PLNMP Labour	LSC1 (prov)	P.A.C					Lib Dem			Con GS				POL.C								
SEPT					SAT	SUN						SAT	SUN						SAT	SUN						SAT	SUN					
OCT			SAT	SUN						SAT	SUN						SAT	SUN						SAT	SUN							SAT
NOV	SUN						SAT	SUN						SAT	SUN						SAT	SUN						SAT	SUN			
DEC					SAT	SUN						SAT	SUN						SAT	SUN						XMAS DAY	SAT	SUN	BANK HOLIDAY			
JAN '21	BANK HOLIDAY	SAT	SUN						SAT	SUN						SAT	SUN						SAT	SUN							SAT	SUN
FEB						SAT	SUN						SAT	SUN							SAT	SUN					SAT	SUN				
															HT	HT	HT	HT	HT													
MAR						SAT	SUN						SAT	SUN							SAT	SUN					SAT	SUN				
APR		GOOD FRIDAY	SAT	SUN	EASTER MONDAY					SAT	SUN						SAT	SUN							SAT	SUN						
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	

KEY TO MEETINGS ON 2020-21 YEAR PLANNER

<u>BODIES</u>	<u>KEY</u>	<u>START TIME</u>	<u>BODIES</u>	<u>KEY</u>	<u>START TIME</u>
Access & Disabilities Working Group	A&D	2.00pm	Licensing Applications Sub-Committee 1	LSC1	5.00pm
Adult Social Care, Children's Services & Education Committee	ACE.C	6.30pm	Licensing Applications Sub-Committee 2	LSC2	9.30am
Alliance for Cohesion and Racial Equality	ACRE	6.30pm	Licensing Applications Sub-Committee 3	LSC3	6.30pm
Arts & Heritage Forum	ARTS	6.00pm	Local Joint Forum	LJF	5.00pm
Audit & Governance Committee	AG.C	6.30pm	Older People's Working Group	OPWG	2.00pm
Cleaner Air & Safer Transport Forum	CAST	6.30pm	Parenting Panel	PARP	5.00pm
Community Safety Partnership	CSP	9.30am	Personnel Committee (non-appt meetings)	PERS.C	6.30pm
Conservative Group	Con	7.00pm	Planning Applications Committee	PA.C	6.30pm
Conservative Group Spokespersons	Con GS	7.00pm	Planning Management Panel	PLNMP	5.00pm
Council	Council	6.30pm	Planning Site Visits	PSV	9.15am
Green Group	n/a	not diaried	Policy Committee	POL.C	6.30pm
Half Term	HT	n/a	SACRE	SAG	6.30pm
Health & Wellbeing Board	H&WB	2.00pm	Safer Reading Neighbourhood Forum	SRNF	6.30pm
Housing, Neighbourhoods & Leisure Committee	HNL.C	6.30pm	School Admission Forum	SAF	5.30pm
Labour Group	Labour	7.00pm	Standards Committee	STA.C	6.30pm
Liberal Democrat Group	Lib Dem	7.00pm	Strategic Environment, Planning & Transport Committee	SEPT.C	6.30pm
Licensing Applications Committee	LIC.C	6.30pm	Traffic Management Sub-Committee	TM.SC	6.30pm

NB: 1. Group meetings are subject to confirmation by the Groups.

<u>School Terms</u> (for schools under Reading Local Authority Control):			
<u>2019-20 Academic Year</u>	1 June – 21 July 2020 (Term 6)		
<u>2020-21 Academic Year</u>	3 September* – 23 October 2020 (Term 1)	2 November – 19 December 2020 (Term 2)	4 January – 12 February 2021 (Term 3)
	22 February – 1 April 2021 (Term 4)	19 April – 28 May 2021 (Term 5)	

* Wednesday 2 September 2020 is an inset (staff training) day for all Reading's community schools

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
MAY		SAT	SUN					BANK HOLIDAY	SAT	SUN						SAT	SUN							SAT	SUN	BANK HOLIDAY					SAT	SUN
JUNE						SAT	SUN						SAT	SUN							SAT	SUN					HT	HT	HT	HT		
JULY				SAT	SUN						SAT	SUN						SAT	SUN						SAT	SUN						
AUG	SAT	SUN						SAT	SUN							SAT	SUN						SAT	SUN						SAT	SUN	BANK HOLIDAY
SEPT			PSV		SAT	SUN				LSC2 (prov)	OPWG	SAT	SUN			CSP			SAT	SUN					LSC2 (prov)		SAT	SUN				
OCT	LSC1 (prov) PSV	LSC3					PLNMP		PAC	CAST				Labour	LSC1 (prov) LSC2 (prov) Con Lib Dem ACRE?	TM.SC					Lib Dem	PARP LSC2 (prov)	ARTS	Con GS				POL.C	LIC.C/ LSC1 (prov) PSV	LSC3		
NOV	SAF		SAT	SUN		PLMNP Labour		LSC2 (prov) Cllr Training (prov)	H&WB	SAT	SUN													SAT	SUN				HT	Con GS HT	HT	
DEC	SUN				LSC2 (prov)		OPWG	SAT	SUN				AG.C CSP	SRNF		SAT	SUN				Labour LSC2 (prov)	Council	LJF	ACE				PSV LSC2 (prov) A&D	SAT	SUN		
		PLMNP POL.C		PAC				Labour		LSC1 (prov)	HNLC	TM.SC						SEPT	PERS.C											PLMNP Labour		
					SAT	SUN				LSC2 (prov)	OPWG	SAT	SUN			PSV PSC2 (prov)			SAT	SUN						XMAS DAY	SAT	SUN	BANK HOLIDAY			
JAN '21	LSC1 (prov)	PAC	CAST				Labour Lib Dem		LSC3	Con GS				POL.C		ARTS							LSC1 (prov)						PSV LSC2 (prov)		SAT	SUN
FEB	BANK HOLIDAY	SAT	SUN				PSV LSC2 (prov)		SAT	SUN				LSC2 (prov)		SAT	SUN						H&WB	SAT	SUN							
				Labour	SRNF						PLNMP Con GS Labour Lib Dem	LSC3	PAC	TM.SC				POL.C	LSC1 (prov)	ACE	Con Lib Dem					Labour	Council	HMD* (prov)	PARP AG.C			
MAR	PLMNP Labour	LIC.C/ LSC1 (prov)	PAC			SAT	SUN				LSC2 (prov)	OPWG	SAT	SUN		POL.C (CI Tax) HT	LSC1 (prov) HT	HT								PSV LSC2 (prov)		SAT	SUN			
				LSC2 (prov) A&D							LSC3 LSC2 (prov)		SAT	SUN				Cllr Training (prov)	H&WB	SAT	SUN					PSV LSC2 (prov)		SAT	SUN			
APR	PLMNP Con GS Labour Lib Dem	LSC3	PAC	TM.SC				POL.C		HNLC	SAC				SEPT.C	LSC1 (prov)	PERS.C	Con Lib Dem					Labour	Council	ARTS					PLMNP LSC2 (prov)	ACE	PAC
	LSC2 (prov)	GOOD FRIDAY	SAT	SUN	EASTER MONDAY			LSC2 (prov)	OPWG	SAT	SUN												PSV CSP LSC2 (prov)		SAT	SUN						
						Lib Dem		Con GS					LSC1 (prov)	LSC3	PAR.P							AG.C SRNF	CAST				PLNMP		PAC			
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	

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Arts & Heritage Forum	ARTS	6.00pm	Local Joint Forum	LJF	5.00pm
Audit & Governance Committee	AG.C	6.30pm	Older People's Working Group	OPWG	2.00pm
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Community Safety Partnership	CSP	9.30am	Personnel Committee (non-appt meetings)	PERS.C	6.30pm
Conservative Group	Con	7.00pm	Planning Applications Committee	PA.C	6.30pm
Conservative Group Spokespersons	Con GS	7.00pm	Planning Management Panel	PLNMP	5.00pm
Council	Council	6.30pm	Planning Site Visits	PSV	9.15am
Green Group	n/a	not diared	Policy Committee	POL.C	6.30pm
Half Term	HT	n/a	SACRE	SAC	6.30pm
Health & Wellbeing Board	H&WB	2.00pm	Safer Reading Neighbourhood Forum	SRNF	6.30pm
Housing, Neighbourhoods & Leisure Committee	HNL.C	6.30pm	School Admission Forum	SAF	5.30pm
Labour Group	Labour	7.00pm	Standards Committee	STA.C	6.30pm
Liberal Democrat Group	Lib Dem	7.00pm	Strategic Environment, Planning & Transport Committee	SEPT.C	6.30pm
Licensing Applications Committee	LIC.C	6.30pm	Traffic Management Sub-Committee	TM.SC	6.30pm

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- NB:**
1. Group meetings are subject to confirmation by the Groups.
 2. Dates have been set aside in June, October and March for Councillor Training, if required.
 3. * HMD on 27 January 2021 is the Holocaust Memorial Day Reading event (tbc)

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