

Report Title:	Political Balance and Appointment of Panels, Chairs/Vice Chairs 2023- 24
Contains Confidential or Exempt Information	No - Part I
Cabinet Member:	NA
Meeting and Date:	Annual Council – 23 May 2023
Responsible Officer(s):	Stephen Evans, Chief Executive
Wards affected:	All

## **REPORT SUMMARY**

Following the outcome of the local elections held on 4 May 2023, the Council has a duty under the Local Government and Housing Act 1989 to review and determine the representation of the different political groups on bodies appointed by the council.

Proposals for changes are set out within the report including the reduction of Overview and Scrutiny Panel membership and removal of requirement for political proportionality from Area Forum membership so that instead one councillor is drawn from each relevant non-parished Ward.

### **1. DETAILS OF RECOMMENDATIONS**

**RECOMMENDATION:** That Council notes the report and:

- i) Notes the political balance of the council as a result of the local elections held on 4 May 2023 as detailed in paragraph 2.1;**
- ii) Approves the membership of the committees, panels and forums for the ensuing Municipal Year as detailed in Appendix A;**
- iii) Appoints the Chair and Vice-Chair for the ensuing Municipal Year as detailed in Appendix A;**
- iv) Delegates authority to the Service Lead – Electoral and Democratic Services to amend/make further appointments on the nomination of the relevant Group Leader;**
- v) Delegates authority to the Monitoring Officer to amend the constitution as appropriate in light of any amendments to the structure of Panels, Committees and Forums as detailed in Appendix A**

### **2. REASONS FOR RECOMMENDATIONS AND OPTIONS CONSIDERED**

**Options**

**Table 1: Options arising from this report**

<b>Option</b>	<b>Comments</b>
To approve the changes to the constitution to reflect the proposals in Appendix A and, based on the current political balance, approve the membership and relevant chairmanships of the committees, panels and forums for the 2023/24 Municipal Year, as detailed in Appendix A <b>This is the recommended option</b>	This would comply with the rules of political balance.
To not approve the membership and relevant chairmanships of the committees, panels and forums for the 2023/24 Municipal Year	This would not comply with the rules of political balance, unless Council resolved to depart from the proportionality rules by a unanimous vote

2.1 In accordance with Regulation 8 of the Local Government (Committees and Political Groups) Regulations 1990, Councillors have given notice to the Chief Executive of their wish to be regarded as members of political groups. The number of seats held on the council is therefore as follows:

Liberal Democrats: 22 seats (55%)

Local Independents (the Borough First and Old Windsor Residents' Association): 9 seats (22.5%)

Conservatives: 7 seats (17.5%)

West Windsor Residents' Association (WWRA): 2 seats (5%)

2.2 A political group for this purpose is a group of two or more members. Councillor Larcombe (National Flood Prevention Party) is the only councillor who is not a member of a political group.

2.3 The allocation of seats is determined by applying the political balance rules prescribed by Sections 15 and 16 of the Local Government and Housing Act 1989 and supplemented by the Local Government (Committees and Political Groups) Regulations 1990: Seats on relevant committees must be allocated to different political groups so far as reasonably practicable in accordance with the following four principles:

(a) that not all the seats on the body are allocated to the same political group;

(b) that the majority of the seats on the body is allocated to a particular political group if the number of persons belonging to that group is a majority of the Council's membership;

(c) subject to paragraphs (a) and (b) above, that each political group is allocated the same proportion of the total seats across all the ordinary committees of the Council as the proportion of the members of the Council that belong to that group;

and (d) subject to paragraphs (a) to (c) above, that each political group is allocated the same proportion of the seats on each relevant body as the proportion of the members of the Council that belong to that group

The Council's overriding duty to comply with (a) and (b) above takes precedence over achieving a mathematically balanced distribution of seats as described in (c) and (d).

The rules are designed to ensure that the political composition of the Council's panels, committees and forums as far as possible replicates the political composition of Full Council. The Council therefore has a duty to make appointments to those bodies giving effect to the wishes of the political group allocated the seats.

- 2.3 The political balance rules do not apply to the Health and Wellbeing Board, in accordance with the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013. The terms of reference for the board require three councillors to be appointed, to include Lead Councillor(s) with responsibility for Adult and Children's Services. Councillors are asked to also make the appointments to the Health and Wellbeing Board as detailed in Appendix A.
- 2.4 The Council is also required to appoint the Chairs and Vice-Chairs to each body, with the exception the Overview and Scrutiny Panels which shall select a Chair and Vice Chair for the ensuing municipal year from their respective memberships at the first meeting of each Panel. The proposed Chair and Vice Chair appointments are detailed in Appendix A.

### Area Forums

- 2.5 The Windsor and Maidenhead Area Forums will no longer be politically proportionate as there is no legal requirement for them to be considered under the political balance rules. The Forums have therefore been removed from the overall calculations as set out in Table 3. Instead, one councillor will be drawn from each of the unparished wards within the relevant area as set out in Table 2 below:

Table 2: Area Forums and relevant ward areas

<p><b>Maidenhead Town Forum</b> (7 Councillors)</p>	<ul style="list-style-type: none"> <li>• Belmont</li> <li>• Boyn Hill</li> <li>• Furze Platt</li> <li>• Oldfield</li> <li>• Pinkneys Green</li> <li>• Riverside</li> <li>• St Mary's</li> </ul>
<p><b>Windsor Town Forum</b> (5 Councillors)</p>	<ul style="list-style-type: none"> <li>• Clewer &amp; Dedworth East</li> <li>• Clewer &amp; Dedworth West</li> <li>• Clewer East</li> <li>• Eton &amp; Castle</li> <li>• Old Windsor</li> </ul>

## **Audit and Governance Committee**

- 2.6 As agreed at Audit and Governance Committee on 25 February 2023, recruitment of independent members will be undertaken to improve oversight of the Council's risk management arrangements. The Constitution will need to be amended to allow for the co-option of independent persons to the Audit and Governance Committee. It is proposed that the Committee's terms of reference be amended to allow for the appointment of up to two co-opted independent, non-voting members.

## **Overview and Scrutiny Panels**

- 2.7 In response to feedback from the Local Government Association (LGA) Corporate Peer Challenge (CPC) in January 2022 the Council moved to three Overview and Scrutiny Panels. This was to be more closely aligned to the priorities in the Corporate Plan and service delivery arrangements covering people, place and corporate functions. As part of the recommendation their membership was increased to 11 councillors for the municipal year 2022-23. The new administration have proposed that the size of each Panel be reduced by two with Corporate, Place and People Overview and Scrutiny Panel each having a membership of nine councillors.

## **Constitution Working Group**

- 2.8 As agreed at the Council meeting on 27 April 2021, a Constitution Working Group was established comprising five Councillors. Although not included in the overall proportionality calculations representation will be based on current political balance. The membership of the Working Group will comprise of 3 Liberal Democrats, 1 Local Independent and 1 Conservative representative. Group Leaders have been requested to nominate Councillors from their respective Group and preferably represent their groups themselves. This enables Councillors of the Working Group, with the support of relevant officers, to meet in an informal setting to discuss potential future amendments to the constitution. The Working Group will then present their recommendations to future full Council meetings for debate in public and approval by all Councillors.

## **Appointment Committee – Executive Director, Resources**

- 2.9 As set out in Appendix A, Appointment Committees will be set up with five Members (politically balanced) to include Leader of the Council (Chair), Deputy Leader of the Council (Vice Chair) and relevant Cabinet Member if appropriate, established on an 'as required' basis. The Council is currently recruiting to the position of Executive Director: Resources and is due to meet on Friday 26 May. The membership of the Committee to consider candidates will be Councillors Adam Bermange (LD), Maureen Hunt (C), Lynne Jones (LI), Simon Werner (LD) and Mark Wilson (LD).

Table 3: Allocation of seats on individual Panels, Committees and Forums

	Seats	Liberal Democrats	Local Independents	Conservatives	WWRA
<b>Ordinary committees</b>					
Appeals Panel	5	3	1	1	0
Berkshire Pension Fund Committee	5	2	1	1	1*
Windsor and Ascot Development Management Committee	9	4	2	2	1*
Member Standards Panel	8	4	2	1	1
Licensing Panel	11	6	2	2	1
Appointment Committee	5	3	1	1	0
Maidenhead Development Management Committee	9	5	2	2	0
Audit and Governance Committee	5	3	1	1	0
Rights of Way & Highway Licensing Panel	8	4	2	1	1
Statutory Officer Panel	5	3	1	1	0
<b>Other relevant bodies</b>					
People O&S Panel	9	4	2	2	1*
Corporate O&S Panel	9	5	2	2	0
Place O&S Panel	9	5	2	2	0
Aviation Forum	5	3	1	1	0
Corporate Parenting Forum	5	2	1	1	1*
Grants Panel	5	3	1	1	0
School Improvement Forum	3	2	1	0	0
East Berkshire Joint Health O&S Committee	3	2	1	0	0
Joint East Berkshire Health O&S Committee with Buckinghamshire CC	3	2	1	0	0
Berkshire Fire and Rescue Authority	3	2	1	0	0
<b>Overall number of seats</b>	<b>124</b>	<b>67</b>	<b>28</b>	<b>22</b>	<b>7</b>
<b>Proportional number of seats across all committees</b>	<b>124</b>	<b>68</b>	<b>28</b>	<b>22</b>	<b>6</b>
* Seats allocated to WWRA in agreement with Liberal Democrats					
<i>Ad hoc bodies whose membership is drawn from the parent body, recognising political balance: Licensing and PSPO Sub Committee, Member Standards Sub Committee, Employment Appeals Sub Committee</i>					

### 3. KEY IMPLICATIONS

#### 3.1 Table 4: Key Implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Panel, Committee and Forum memberships in place	Appointments not made to all Panels, Committees and Forums	Appointments made to all Panels, Committees and Forums	N/A	N/A	23/05/23 onwards
Appointment of Chair and Vice-Chairs	Appointments not made to all positions	Appointments made to all positions	N/A	N/A	23/05/23 onwards
Representation of Council on external organisations	Appointments not made to all positions	Appointments made to all positions	N/A	N/A	23/05/23 onwards

### 4. FINANCIAL DETAILS / VALUE FOR MONEY

4.1 The cost of holding the meetings and applying the Special Responsibility Allowances associates with specific roles detailed in Appendix A as set out in the Members' Allowances Scheme are contained within revenue budgets.

### 5. LEGAL IMPLICATIONS

5.1 The recommendations within this report comply with the requirements of the Local Government and Housing Act 1989 supplemented by the Local Government (Committees and Political Groups) Regulations 1990, and the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013.

5.2 The Council's Independent Remuneration Panel would need to undertake a review to consider whether any new roles, such as the introduction of Champions and the independent member of the Audit and Governance Committee, required remuneration and at what level. The Council must have regard to their recommendations before considering amending Members' Allowances Scheme.

### 6. RISK MANAGEMENT

#### 6.1 Table 5: Impact of risk and mitigation

Threat or risk	Impact with no mitigations in place or if all mitigations fail	Likelihood of risk occurring with no mitigations in place.	Mitigations currently in place	Mitigations proposed	Impact of risk once all mitigations in place and working	Likelihood of risk occurring with all mitigations in place.

There is a risk that council business would not be able to be transacted in a timely manner because Panels, Committees and Forums did not have membership in place which could result in delay to decision making	Moderate 2	Low – very unlikely	Engagement with Group Leaders and all newly elected councillors on the functions of the Panels, Committees and Forums	N/A	Minor 1	Low – very unlikely
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## 7. POTENTIAL IMPACTS

- 7.1 Equalities. An Equality Impact Assessment is available as Appendix B. A screening assessment has been completed which indicates the proposal does not have any equality impacts.
- 7.2 Climate change/sustainability. There are no impacts as a consequence of the decision.
- 7.3 Data Protection/GDPR. No personal data has been processed.

## 8. CONSULTATION

- 8.1 Lead Members from each political group have been consulted and the names listed in Appendix A reflect their group nominations.

## 9. TIMETABLE FOR IMPLEMENTATION

- 9.1 The full implementation stages are set out in table 5.

**Table 6: Implementation timetable**

Date	Details
23/05/23	Annual Council considers appointments
24/05/23	Council website updated to reflect appointments, calendar appointments are updated and meetings commence.

## 10. APPENDICES

- 10.1 This report is supported by two appendices:

- Appendix A - Royal Borough of Windsor & Maidenhead Committee / Panel / Forum Membership 2023/24
- Appendix B – Equality Impact Assessment

## 11. BACKGROUND DOCUMENTS

11.1 This report is supported by three background documents:

- Council constitution, Part 6 – Terms of Reference for forums, panels and committees
- Audit and Government reports and minutes from 25 February 2023
- Annual Council reports and minutes from 24 May 2022
- Council reports and minutes from 27 April 2021

## 12. CONSULTATION

Name of consultee	Post held	Date sent	Date returned
<i>Mandatory:</i>		<i>Statutory Officer (or deputy)</i>	
Andrew Vallance	Head of Finance/ interim S151 Officer	22.05.23	23.05.23
Elaine Browne	Head of Law & Governance/ Interim Monitoring Officer	22.05.23	23.05.23
<i>Deputies:</i>			
<i>Mandatory:</i>		<i>Procurement Manager (or deputy) - if report requests approval to go to tender or award a contract</i>	
Lyn Hitchinson	Procurement Manager	NA	
<i>Mandatory:</i>		<i>Data Protection Officer (or deputy) - if decision will result in processing of personal data; to advise on DPIA</i>	
Samantha Wootton	Data Protection Officer	NA	
<i>Mandatory:</i>		<i>Equalities Officer – to advise on EQiA, or agree an EQiA is not required</i>	
Ellen McManus-Fry	Equalities & Engagement Officer	22.05.23	23.05.23
<i>Other consultees:</i>			
<i>Directors (where relevant)</i>			
Stephen Evans	Chief Executive		
Andrew Durrant	Executive Director of Place		
Kevin McDaniel	Executive Director of Adult Social Care & Health		
Lin Ferguson	Executive Director of Children's Services & Education		

## REPORT HISTORY

Decision type:	Urgency item?	To follow item?
Council decision	No	Yes - report was subject to political



		balance calculations following confirmation of political groupings
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**Appendix A**  
**Royal Borough of Windsor & Maidenhead**  
**Cabinet Membership and Champions 2023/24**

<b>Cabinet</b>	
<b>Councillor</b>	<b>Portfolio</b>
<b>Simon Werner</b>	<b>Leader of the Council (LD) Community Partnerships, Public Protection and Maidenhead (LD)</b>
<b>Lynne Jones</b>	<b>Deputy Leader of the Council Finance (LI)</b>
<b>Amy Tisi</b>	<b>Children's Services, Education and Windsor (LD)</b>
<b>Catherine del Campo</b>	<b>Adult Services and Health (LD)</b>
<b>Joshua Reynolds</b>	<b>Communities and Leisure (LD)</b>
<b>Adam Bermange</b>	<b>Planning, Legal and Asset Management (LD)</b>
<b>Geoff Hill</b>	<b>Highways and Traffic, Customer Service Centre and Employment (LI)</b>
<b>Karen Davies</b>	<b>Climate Change, Biodiversity and Windsor Town Council (LD)</b>
<b>Richard Coe</b>	<b>Environmental Services (LD)</b>
<b>Cabinet Sub Committee / Working Group</b>	
	<b>Membership</b>
<b>Cabinet Transformation Sub Committee</b>	Councillors Adam Bermange (LD), Lynne Jones (LI) and Simon Werner (LD)
<b>Contracts Working Group:</b> (3 Councillors)	Councillors Richard Coe (LD), Mark Howard (LD) and Gary Reeves (LD)
<b>Climate Change Working Group:</b> (5 Councillors)	Councillors Richard Coe (LD), Wisdom Da Costa (WWRA), Karen Davies (LD), Joshua Reynolds (LD) and Jodie Grove (LI)
<b>Community Champions</b>	
<b>Councillor</b>	<b>Role</b>
Helen Taylor	Social Housing Champion
Helen Price	CSR (Corporate Social Responsibility) Champion
Chris Moriarty	Consultation Champion
Jack Douglas	Volunteering Champion
David Buckley	Business Champion

# Royal Borough of Windsor & Maidenhead

## Committee / Panel / Forum Membership 2023/24

Committee / Panel / Forum	Membership
<p><b>Appeals Panel</b> (3 or 5 Councillors)</p> <p><i>Called on an 'as required' basis, maintaining political balance where possible.</i></p> <p>(3 LD / 1LI / 1C)</p>	<p><b>Members:</b> Mandy Brar (LD) Geoff Hill (LI) Asghar Majeed (C) Kashmir Singh (LD) Amy Tisi (LD)</p> <p><b>Substitutes:</b> Clive Baskerville (LD) Maureen Hunt (C) Neil Knowles (LI) Sian Martin (LD) Mark Wilson (LD)</p>
<p><b>Audit and Governance Committee</b> (5 Councillors and 2 independent non-voting members)</p> <p>(3 LD / 1LI / 1C)</p>	<p><b>Chair:</b> Julian Tisi (LD)</p> <p><b>Vice-Chair:</b> Mark Wilson (LD)</p> <p><b>Members:</b> Simon Bond (LD) Suzanne Cross (LI) Julian Sharpe (C)</p> <p><b>Independent non-voting members:</b> Vacant</p> <p><b>Substitutes:</b> Mark Howard (LD) Chris Moriarty (LD) Helen Price (LI) Gary Reeves (LD) John Story (C)</p>
<p><b>Berkshire Pension Fund Committee</b> (5 Councillors)</p> <p>(3 LD / 1LI / 1C)</p> <p>* WRRRA seat by agreement with LD</p>	<p><b>Chair:</b> Simon Bond (LD)</p> <p><b>Vice-Chair:</b> Wisdom Da Costa (WWRA)*</p> <p><b>Members:</b> Neil Knowles (LI) Asghar Majeed (C) Julian Tisi (LD)</p> <p><b>Substitutes:</b> Carole Da Costa (WWRA)* Geoff Hill (LI) Mark Howard (LD) John Story (C) Mark Wilson (LD)</p>

<p><b>Member Standards Panel</b> (8 Councillors)</p> <p>(4 LD / 2LI / 1C / 1WWRA)</p>	<p><b>Chair:</b> Simon Werner (LD)</p> <p><b>Vice-Chair:</b> Lynne Jones (LI)</p> <p><b>Members:</b> Catherine del Campo (LD) Carole Da Costa (WWRA) Sayonara Luxton (C) Helen Price (LI) Joshua Reynolds (LD) Kashmir Singh (LD)</p> <p><b>Substitutes:</b> Clive Baskerville (LD) Simon Bond (LD) Mandy Brar (LD) David Buckley (LI) Wisdom Da Costa (WWRA) Geoff Hill (LI) Sian Martin (LD) John Story (C)</p>
<p><b>Member Standards Sub Committee</b> (3 Councillors)</p> <p><i>2 selected from the existing Members (including substitutes) of the Member Standards Panel (politically balanced wherever possible) and one of the Council's Independent Persons acting as Chair, established on an 'as required' basis.</i></p> <p><i>If the complaint relates to a Town or Parish Councillor then a co-opted Town or Parish Councillor may also be an additional member, but will have no voting rights.</i></p>	
<p><b>Appointment Committee</b> (5 Councillors)</p> <p>(3 LD / 1LI / 1C)</p> <p><i>5 Members (politically balanced) to include Leader of the Council (Chair), Deputy Leader of the Council (Vice Chair) and relevant Cabinet Member if appropriate, established on an 'as required' basis.</i></p>	
<p><b>Appointment Committee – Executive Director of Resources</b> (5 Councillors)</p> <p>(3 LD / 1LI / 1C)</p> <p><i>5 Members (politically balanced) to include Leader of the Council (Chair), Deputy Leader of the Council (Vice Chair) and relevant Cabinet Member if appropriate, established on an 'as required' basis.</i></p> <p><b>Members:</b> Councillors Adam Bermange (LD), Maureen Hunt (C), Lynne Jones (LI), Simon Werner (LD) and Mark Wilson (LD)</p> <p><b>Substitutes:</b> Councillors Buckley (LI) Catherine del Campo (LD) Sayonara Luxton (C) Joshua Reynolds (LD) Amy Tisi (LD)</p>	

**Employment Appeals Sub Committee**

(3 Councillors)

*3 Members (including substitutes) of the Appointment Committee called on an 'as required' basis, maintaining political balance where possible.*

**Licensing Panel**

(11 Councillors)

*(6 LD / 2LI / 2C/ 1WRA)*

**Chair:**

Mandy Brar (LD)

**Vice Chair:**

Kashmir Singh (LD)

**Members:**

Clive Baskerville (LD)

Jack Douglas (LD)

Sian Martin (LD)

Mark Wilson (LD)

Geoff Hill (LI)

Neil Knowles (LI)

Genevieve Gosling (C)

John Story (C)

Wisdom Da Costa (WRA)

**Substitutes:**

Catherine del Campo (LD)

Karen Davies (LD)

Mark Howard (LD)

Josh Reynolds (LD)

Gurch Singh (LD)

Simon Werner (LD)

Alison Carpenter (LI)

Helen Taylor (LI)

Julian Sharpe (C)

Vacant (C)

Carole Da Costa (WRA)

**Licensing and Public Space Protection Order (PSPO) Sub Committee**

(3 Councillors)

*3 Members of the Licensing Panel (not substitutes) called on an 'as required' basis, maintaining political balance where possible*

<p><b>Maidenhead Development Management Committee</b> (9 Councillors)</p> <p>(5 LD / 2LI / 2C)</p> <p><i>Members will be drawn from councillors representing the following wards:</i></p> <p><i>Hurley &amp; Walthams; Cox Green; Oldfield; Boyn Hill; St Mary's; Belmont; Riverside; Furze Platt; Pinkneys Green; Bisham &amp; Cookham; Bray</i></p> <p><i>Substitutes can be drawn from any ward</i></p>	<p><b>Chair:</b> Joshua Reynolds (LD)</p> <p><b>Vice-Chair:</b> Sian Martin (LD)</p> <p><b>Members:</b> Mandy Brar (LD) Geoff Hill (LI) Maureen Hunt (C) Gary Reeves (LD) Kashmir Singh (LD) Helen Taylor (LI) Leo Walters (C)</p> <p><b>Substitutes:</b> Clive Baskerville (LD) Suzanne Cross (LI) Catherine del Campo (LD) Jack Douglas (LD) Genevieve Gosling (C) Jodie Grove (LI) Asghar Majeed (C) Sian Martin (LD) Simon Werner (LD)</p>
<p><b>Windsor and Ascot Development Management Committee</b> (9 Councillors)</p> <p>(5 LD / 2LI / 2C)</p> <p><i>Members will be drawn from Councillors representing the following wards:</i></p> <p><i>Sunningdale &amp; Cheapside; Ascot &amp; Sunninghill; Old Windsor; Datchet, Horton &amp; Wraysbury; Eton &amp; Castle; Clewer East; Clewer &amp; Dedworth West; Clewer &amp; Dedworth East</i></p> <p><i>Substitutes can be drawn from any ward</i></p> <p>* WRRR seat by agreement with LD</p>	<p><b>Chair:</b> Amy Tisi (LD)</p> <p><b>Vice-Chair:</b> Mark Wilson (LD)</p> <p><b>Members:</b> David Buckley (LI) Alison Carpenter (LI) Carole Da Costa (WRRR)* Devon Davies (LD) Sayonara Luxton (C) Julian Sharpe (C) Julian Tisi (LD)</p> <p><b>Substitutes:</b> Catherine del Campo (LD) Wisdom Da Costa (WRRR)* Karen Davies (LD) Genevieve Gosling (C) Jodie Grove (LI) Neil Knowles (LI) Asghar Majeed (C) Joshua Reynolds (LD) Simon Werner (LD)</p>

<p><b>Rights of Way and Highway Licensing Panel</b> (8 Members)</p> <p>(4 LD / 2LI / 1C / 1WWRA)</p>	<p><b>Chair:</b> Mandy Brar (LD)</p> <p><b>Vice-Chair:</b> Clive Baskerville (LD)</p> <p><b>Members:</b>  Alison Carpenter (LI)  Richard Coe (LD)  Wisdom Da Costa (WWRA)  Geoff Hill (LI)  Maureen Hunt (C)  Julian Tisi (LD)</p> <p><b>Substitutes:</b>  George Blundell (LD)  Carole Da Costa (WWRA)  Gary Reeves (LD)  Joshua Reynolds (LD)  John Story (C)  Simon Werner (LD)</p>
<p><b>People Overview &amp; Scrutiny Panel</b> (9 Members)</p> <p>(5 LD / 2LI / 2C)</p> <p><i>A Councillor can only hold the position of Chair or Vice-Chair of one O&amp;S Panel.</i></p> <p><i>The Mayor and Members of the Cabinet cannot be Members of an O&amp;S Panel.</i></p> <p>Co-optees: Mark Jervis (Academy Governor), Vacancy (Primary Governor), Catherine Hobbs (Portsmouth Diocese), Tony Wilson (Oxford Diocese)</p> <p>* WRRRA seat by agreement with LD</p>	<p><b>Chair:</b> TBC</p> <p><b>Vice-Chair:</b> TBC</p> <p><b>Members:</b>  Mandy Brar (LD)  Suzanne Cross (LI)  Carole Da Costa (WWRA)*  Devon Davies (LD)  Jack Douglas (LD)  Genevieve Gosling (C)  George Shaw (LD)  John Story (C)  Helen Taylor (LI)</p> <p><b>Substitutes:</b>  Alison Carpenter (LI)  Wisdom Da Costa (WWRA)*  Jodie Grove (LI)  Mark Howard (LD)  Maureen Hunt (C)  Sian Martin (LD)  Julian Sharpe (C)  Gurch Singh (LD)  Mark Wilson (LD)</p>

<p><b>Corporate Overview &amp; Scrutiny Panel</b> (9 Councillors)</p> <p>(5 LD / 2LI / 2C)</p> <p><i>A Councillor can only hold the position of Chair or Vice-Chair of one O&amp;S Panel.</i></p> <p><i>The Mayor and Members of the Cabinet cannot be Members of an O&amp;S Panel.</i></p>	<p><b>Chair: TBC</b></p> <p><b>Vice-Chair: TBC</b></p> <p><b>Members:</b> David Buckley (LI) Mark Howard (LD) Maureen Hunt (C) Chris Moriarty (LD) Helen Price (LI) Gary Reeves (LD) Julian Sharpe (C) Julian Tisi (LD) Mark Wilson (LD)</p> <p><b>Substitutes:</b> Clive Baskerville (LD) Mandy Brar (LD) Suzanne Cross (LI) Jack Douglas (LD) Genevieve Gosling (C) Sayonara Luxton (C) Sian Martin (LD) Gurch Singh (LD) Helen Taylor (LI)</p>
<p><b>Place Overview &amp; Scrutiny Panel</b> (9 Councillors)</p> <p>(5 LD / 2LI / 2C)</p> <p><i>A Councillor can only hold the position of Chair or Vice-Chair of one O&amp;S Panel.</i></p> <p><i>The Mayor and Members of the Cabinet cannot be Members of an O&amp;S Panel.</i></p>	<p><b>Chair: TBC</b></p> <p><b>Vice-Chair: TBC</b></p> <p><b>Members:</b> Clive Baskerville (LD) George Blundell (LD) Alison Carpenter (LI) Jodie Grove (LI) Asghar Majeed (C) Sian Martin (LD) Gurch Singh (LD) Kashmir Singh (LD) Leo Walters (C)</p> <p><b>Substitutes:</b> David Buckley (LI) Jack Douglas (LD) Genevieve Gosling (C) Mark Howard (LD) Sayonara Luxton (C) Helen Price (LI) Gary Reeves (LD) Mark Wilson (LD) Vacant (LD)</p>



<p><b>Aviation Forum</b> (5 Councillors)</p> <p>(3 LD / 1LI / 1C)</p>	<p><b>Chair:</b> Richard Coe (LD)</p> <p><b>Vice-Chair:</b> Neil Knowles (LI)</p> <p><b>Members:</b> Julian Tisi (LD) Karen Davies (LD) Julian Sharpe (C)</p> <p><b>Substitutes:</b> David Buckley (LI) Gary Reeves (LD) Clive Baskerville (LD) Gorge Blundell (LD) Asghar Majeed (C)</p>
<p><b>Corporate Parenting Forum</b> (5 Councillors)</p> <p>(3 LD / 1LI / 1C)</p> <p>* WRRRA seat by agreement with LD</p>	<p><b>Chair:</b> Amy Tisi (LD)</p> <p><b>Vice-Chair:</b> Carole Da Costa (WWRA)*</p> <p><b>Members:</b> Helen Taylor (LI) Catherine del Campo (LD) Genevieve Gosling (C)</p> <p><b>Substitutes:</b> Richard Coe (LD) Suzanne Cross (LI) Wisdom Da Costa (WWRA)* Karen Davies (LD) Maureen Hunt (C)</p>
<p><b>Grants Panel</b> (5 Councillors)</p> <p>(3 LD / 1LI / 1C)</p>	<p><b>Chair:</b> Joshua Reynolds (LD)</p> <p><b>Vice-Chair:</b> Simon Werner (LD)</p> <p><b>Members:</b> Jack Douglas (LD) Helen Price (LI) Leo Walters (C)</p> <p><b>Substitutes:</b> Catherine del Campo (LD) Alison Carpenter (LI) Genevieve Gosling (C) Amy Tisi (LD)</p>
<p><b>School Improvement Forum</b> (3 Councillors)</p> <p><i>Cabinet Member for Children's Services, Opposition Spokesperson for Children's Services and one other Member from the ruling group.</i></p>	<p><b>Chair:</b> Amy Tisi (LD)</p> <p><b>Vice-Chair:</b> Neil Knowles (LI)</p> <p><b>Members:</b> Mark Wilson (LD)</p> <p><b>Substitutes:</b> Catherine del Campo (LD) Lynne Jones (LI) Simon Werner (LD)</p>

<p><b>Statutory Officer Panel</b> (5 Councillors, plus two Independent Persons)</p> <p><i>Called on an 'as required' basis, maintaining political balance where possible.</i></p>	
<p><b>Royal Berkshire Fire Authority</b></p> <p><i>3 RBWM Councillors appointed to the 20 Member Berkshire Authority</i></p> <p><i>(2LD / 1LI)</i></p>	<p><b>Members:</b> Joshua Reynolds (LD) Helen Taylor (LI) Simon Werner (LD)</p>
<p><b>East Berkshire Joint Health Overview and Scrutiny Committee</b></p> <p><i>3 RBWM Councillors appointed to the 9 Member East Berkshire Committee</i></p> <p><i>The three authorities have agreed to waive the requirement for the committee as a whole to have proportional political representation. However, each local authority may decide whether to maintain political proportionality for its seats on the committee or not.</i></p> <p><i>As per the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013/218 (Regulation 30) no Member of the executive can be a Member of this body.</i></p>	<p><b>Members:</b> Suzanne Cross (LI) George Shaw (LD) Gurch Singh (LD)</p>
<p><b>Joint East Berkshire Health Overview and Scrutiny Committee with Buckinghamshire Council</b></p> <p><i>3 RBWM Members appointed to the 12 Member East Berks/Bucks Committee</i></p> <p><i>The four authorities are asked to waive the requirement for the committee as a whole to have proportional political representation</i></p> <p><i>As per the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013/218 (Regulation 30) no Member of the executive can be a Member of this body.</i></p>	<p><b>Members:</b> Suzanne Cross (LI) George Shaw (LD) Gurch Singh (LD)</p>

<p><b>Health and Wellbeing Board</b></p> <p><i>4 RBWM Members appointed to the wider Board to include Cabinet Member(s) with responsibility for Adult and Children's Services and Chair of People Overview and Scrutiny Panel.</i></p> <p><i>The Board is not subject to political balance under regulation 7 of the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013.</i></p>	<p><b>Chair:</b> Catherine del Campo (LD)</p> <p><b>Members:</b>  Joshua Reynolds (LD)  Simon Werner (LD)  TBC – Chair of People Overview and Scrutiny Panel</p>
<p><b>Maidenhead Town Forum</b> (7 Councillors)</p> <p><i>The Area Forums will <b>not</b> be politically balanced and one Councillor will be drawn from each Ward:</i></p> <ul style="list-style-type: none"> <li>➤ Belmont</li> <li>➤ Boyn Hill</li> <li>➤ Furze Platt</li> <li>➤ Oldfield</li> <li>➤ Pinkneys Green</li> <li>➤ Riverside</li> <li>➤ St Mary's</li> </ul>	<p><b>Chair:</b> Gurch Singh (LD)</p> <p><b>Vice-Chair:</b> Helen Taylor (LI)</p> <p><b>Members:</b>  Clive Baskerville (LD)  Sian Martin (LD)  Joshua Reynolds (LD)  George Shaw (LD)  Kashmir Singh (LD)</p> <p><b>Substitutes</b>  Any other councillor from the relevant Wards as listed</p>
<p><b>Windsor Town Forum</b> (5 Councillors)</p> <p><i>The Area Forums will <b>not</b> be politically balanced and one Councillor will be drawn from each Ward:</i></p> <ul style="list-style-type: none"> <li>➤ Clewer &amp; Dedworth East</li> <li>➤ Clewer &amp; Dedworth West</li> <li>➤ Clewer East</li> <li>➤ Eton &amp; Castle</li> <li>➤ Old Windsor</li> </ul>	<p><b>Chair:</b> Alison Carpenter (LI)</p> <p><b>Vice-Chair:</b> Amy Tisi (LD)</p> <p><b>Members:</b>  Wisdom Da Costa (WWRA)  Mark Wilson (LD)  Neil Knowles (LI)</p> <p><b>Substitutes</b>  Any other councillor from the relevant Wards as listed</p>
<p><b>Constitution Working Group</b> (5 Councillors)</p> <p><i>(3 LD / 1LI / 1C)</i></p> <p><i>The informal Working Group is not formally subject to political balance rules but will be representative.</i></p>	<p><b>Chair:</b> Simon Werner</p> <p><b>Vice-Chair:</b> Adam Bermange (LD)</p> <p><b>Members:</b>  Lynne Jones (LI)  Maureen Hunt (C)  Mark Wilson (LD)</p> <p><b>Substitutes:</b>  David Buckley (LI)</p>

<b>Independent Remuneration Panel</b>	Mr Karnail Pannu, Mr Chris Stevens and Mr Andrew Vallance ( <i>N.B. no relation to RBWM Head of Finance</i> ) (Chair)
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**C – Conservative**

**LD – Liberal Democrats**

**LI – Local Independents**

**WWRA – West Windsor Residents Association**

**NFPP – National Flood Prevention Party**

# Equality Impact Assessment

For support in completing this EQIA, please consult the EQIA Guidance Document or contact [equality@rbwm.gov.uk](mailto:equality@rbwm.gov.uk)

## 1. Background Information

Title of policy/strategy/plan:	Panel Memberships
Service area:	Governance
Directorate:	Resources

### **Provide a brief explanation of the proposal:**

- What are its intended outcomes?
- Who will deliver it?
- Is it a new proposal or a change to an existing one?

The overall aim of the proposal is to confirm the Panel Memberships for the 2023/24 municipal year in line with the political balance following the elections held on 4 May 2023.

## 2. Relevance Check

### **Is this proposal likely to directly impact people, communities or RBWM employees?**

- If No, please explain why not, including how you've considered equality issues.
- Will this proposal need a EQIA at a later stage? (for example, for a forthcoming action plan)

No - All councillors (subject to political balance and within their respective groups) can be nominated to sit on the various panels, committees and forums.

If 'No', proceed to 'Sign off'. If unsure, please contact [equality@rbwm.gov.uk](mailto:equality@rbwm.gov.uk)

### 3. Evidence Gathering and Stakeholder Engagement

<p><b>Who will be affected by this proposal?</b> For example, users of a particular service, residents of a geographical area, staff</p>
<p>All Councillors.</p>
<p><b>Among those affected by the proposal, are protected characteristics (age, sex, disability, race, religion, sexual orientation, gender reassignment, pregnancy/maternity, marriage/civil partnership) disproportionately represented?</b> For example, compared to the general population do a higher proportion have disabilities?</p>
<p>All councillors (subject to political balance and within their respective groups) can be nominated to sit on the various panels, committees and forums.</p>
<p><b>What engagement/consultation has been undertaken or planned?</b></p> <ul style="list-style-type: none"><li>• How has/will equality considerations be taken into account?</li><li>• Where known, what were the outcomes of this engagement?</li></ul>
<p>All political group leaders have been consulted to nominate representatives from their groups.</p>
<p><b>What sources of data and evidence have been used in this assessment?</b> Please consult the Equalities Evidence Grid for relevant data. Examples of other possible sources of information are in the Guidance document.</p>
<p>NA</p>

## 4. Equality Analysis

Please detail, **using supporting evidence**:

- How the protected characteristics below might influence the needs and experiences of individuals, in relation to this proposal.
- How these characteristics might affect the impact of this proposal.

Tick positive/negative impact as appropriate. If there is no impact, or a neutral impact, state 'Not Applicable'

More information on each protected characteristic is provided in the Guidance document.

	Details and supporting evidence	Potential positive impact	Potential negative impact
Age			
Disability			
Sex			
Race, ethnicity and religion			
Sexual orientation and gender reassignment			
Pregnancy and maternity			
Marriage and civil partnership			
Armed forces community			
Socio-economic considerations e.g. low income, poverty			
Children in care/Care leavers			

## 5. Impact Assessment and Monitoring

*If you have not identified any disproportionate impacts and the questions below are not applicable, leave them blank and proceed to Sign Off.*

**What measures have been taken to ensure that groups with protected characteristics are able to benefit from this change, or are not disadvantaged by it?**

For example, adjustments needed to accommodate the needs of a particular group

**Where a potential negative impact cannot be avoided, what measures have been put in place to mitigate or minimise this?**

- For planned future actions, provide the name of the responsible individual and the target date for implementation.

**How will the equality impacts identified here be monitored and reviewed in the future?**

See guidance document for examples of appropriate stages to review an EQIA.

## 6. Sign Off

**Completed by:** Kirsty Hunt, Service Lead Electoral and Democratic Services

**Date:** 22.05.2023

**Approved by:**

**Date:**

If this version of the EQIA has been reviewed and/or updated:

**Reviewed by:**

**Date:**