

Surrey Heath Borough Council

Executive

18 July 2023

Executive Working Groups 2023/24

Portfolio Holder:	Leader
Head of Service	Gavin Ramtohal – Head of Legal & Democratic Services
Report Author:	Rachel Whillis – Democratic Services Manager
Key Decision:	No
Date Portfolio Holder signed off the report	7 July 2023
Wards Affected:	n/a

Summary and purpose

To review the Terms of Reference and membership of the Executive Working Groups following the Frimley Green election in June 2023.

Recommendation

The Executive is advised to RESOLVE that

- (i) The revised Terms of Reference for each of the Working Groups be adopted, as set out at Annex A to this report; and
- (ii) The revised memberships of the Working Groups be agreed, as set out at Annex B to this report.

1. Background and Supporting Information

- 1.1 At the meeting of the Executive on 30 May 2023 the following Working Groups were established for 2023/24

Group	Number of Seats
Climate Change Working Group	9
Engaging Communities Working Group	9
Improving Places Working Group	9
Local Plan Working Group	9
Property Working Group	6

2.1 The Executive is asked to agree revised Terms of Reference, including amending the name of the Property Working Group to the Property & Regeneration Working Group. It is also proposed to reduce the membership of this Working Group by one member. The updated Terms of Reference for the Working Groups are attached at Annex A.

3.1 The membership of the Working Groups has been reviewed following the Frimley Green election in June 2023 and the updated nominations of the Liberal Democrats Group Leader to these working groups are attached at Annex B.

2. Proposal and Alternative Options

2.1 It is proposed that the Executive considers the updated Terms of Reference and agrees them with or without any changes, as considered appropriate. It is also proposed that the Executive considers revised nominations from the Liberal Democrats Group Leader and adopts the revised membership of the Working Groups.

3. Resource Implications

3.1 Resource implications principally relate to the staff resource required for preparing and attending Working Group meetings.

4. Section 151 Officer Comments:

4.1 No matters arising

5. Legal and Governance Issues

5.1 As working groups of the Executive there is no legal requirement for these groups to be politically balanced, although in the past they have been so.

6. Monitoring Officer Comments:

6.1 No matters arising.

Annexes

Annex A – Revised Terms of Reference

Annex B – Nominations from Group Leaders

Background Papers

None