

West Berkshire Council Forward Plan 3 June 2021 - 30 September 2021

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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
DOD4110	Establishing an Enhanced Partnership (for local bus services)	To agree and commit to the setting up of an Enhanced Partnership for local bus services across West Berkshire, in accordance with the National Bus Strategy: Bus Back Better	DOD	June 2021			tbc				DOD 28 June 2021	Emma Jameson, Matthew Metcalfe	Place	Planning and Transporting Committee		No	No
DOD4102	Newbury Sports Ground Construction	To agree to enter into a contract to construct Newbury Sports Ground in accordance with the authority delegated by the Executive.	DOD	June 2021			tbc				DOD June 2020	Paul Anstey	Place	Internal Governance, Leisure and Culture		Yes	No
DOD4103	Appointment of the Independent Remuneration Panel 2021	To agree the membership and scope of the IRP.	DOD	June 2021			tbc				DOD June 2021	Jo Watt	Resources	Leader, District Strategy and Communications		No	No
DOD4113	Funding allocation to the Waterside Project	To award Community Infrastructure Levy funding to the Waterside Project, subject to Executive approval being granted on 10 June 2021.	DOD	June 2021			tbc				DOD 30/06/21	Dave Wraight	People	Leader, District Strategy and Communications		No	No
EX4054	Covid-19 Recovery and Renewal Strategy - 2021 Update	To set out the proposed updated Recovery and Renewal Strategy.	EX	June 2021	10/06/21 EX		02/06/21					Nick Carter	Resources	Leader, District Strategy and Communications		No	No
EX3886	Key Accountable Performance 2020/21: Quarter Four	To provide assurance that the core business and Council priorities for improvement measures in the Council Strategy 2019-2023 are being managed effectively. To highlight successes and, where performance has fallen below the expected level, present information on the remedial action taken, and the impact of that action.	EX	June 2021	10/06/21 EX		02/06/21			06/07/21		Catalin Bogos	Resources	Internal Governance, Leisure and Culture		No	
EX3914	Revenue Financial Performance Report - Q4 of 2020/21	To inform Members of the latest financial performance of the Council.	EX	June 2021	10/06/21 EX		02/06/21					Melanie Ellis	Resources	Finance and Economic Development		No	No
EX3915	Capital Financial Performance Report - Outturn 2020/21	To present the Q4 capital financial performance for Members to note.	EX	June 2021	10/06/21 EX		02/06/21					Shannon Coleman-Slaughter	Resources	Finance and Economic Development		No	No
EX4074	Newbury and Crookham Golf Club land swap proposal	To agree the proposal from Newbury and Crookham Golf Club to swap a piece of common land	EX	June 2021	10/06/21 EX		02/06/21					Paul Hendry	Place	Planning and Transport		No	No
EX4098	Economic Development Strategy Refresh		EX	June 2021	10/06/21 EX		02/06/21					Katharine Makant	Place	Finance and Economic Development		No	Yes
ID4058	Colthrop Lane, Colthrop, Thatcham and Hungerford Common Hungerford/Objection to proposed speed limit change	To outline the objections received during the consultation period for the proposed speed limit changes recommended by the 2019 Speed Limit Review Panel	ID	June 2021		10/06/2021 (TBC)	02/06/21					Gareth Dowding	Place	Planning and Transport	Members and the general public	no	yes
ID4076	West Berkshire Council Forward Plan 6 July 2021 - 31 October 2021	To agree the Forward Plan for the next four months.	ID	June 2021		03/06/21	25/05/21					Stephen Chard	Resources	Leader, District Strategy and Communications		No	No
JPPC4061	Public Protection Partnership Q4 Performance Report	To consider the Quarter 4 Performance Report	JPPC	June 2021			04/06/21				14/06/2021 JPPC	Anna Smy/Moira Fraser	People	Housing, Strategic Partnerships and Transformation			
JPPC4062	Strategic Assessment and 2021/22 Recovery Work Plan		JPPC	June 2021			04/06/21				14/06/2021 JPPC	Sean Murphy	People	Housing, Strategic Partnerships and Transformation			
	Fit and Proper test for Mobile Home Sites	To consider the implications of The Mobile Homes (Requirement for Manager of Site to be Fit and Proper Person) (England) Regulations 2020 which were made on the 23 September 2020.	JPPC	June 2021			04/06/21				14/06/2021 JPPC	Rosalynd Garter	People	Housing, Strategic Partnerships and Transformation			
	Communications Strategy 2021-2023	To consider and if appropriate agree the Strategy.	JPPC	June 2021			04/06/21				14/06/2021 JPPC	Anna Smy	People	Housing, Strategic Partnerships and Transformation			
LC4041	Draft Hackney Carriage and Private Hire Vehicle Driver and Operator Policy	To consider the draft policy arising from the Statutory Taxi and Private Hire Vehicles Standards Report prior to it going out to the trade for consultation.	LC	June 2021			11/06/21				21/06/21 LC	Sean Murphy	Place	Housing, Strategic Partnerships and Transformation			
LC4095	Draft Statement of Gambling Principles	To give initial consideration to the document prior to it being finalised at the November meeting before adoption by full Council in December 2021.	LC	June 2021			11/06/21				21/06/21 LC	Sean Murphy	Place	Housing, Strategic Partnerships and Transformation			
LC4096	Update Following Discussions at the Taxi and Private Hire West Berkshire Council Liaison Group	To provide the Committee with an update and raise any issues emanating from the Liaison Group meetings.	LC	June 2021			11/06/21				21/06/21 LC	Sean Murphy	Place	Housing, Strategic Partnerships and Transformation			
LC4100	Hackney and Private Hire Convictions Policy - West Berkshire Council		LC	June 2021			11/06/21				21/06/21 LC	Sean Murphy	Place	Housing, Strategic Partnerships and Transformation			
LC4101	Draft School and Community Services Policy	To consider the pre-consultation draft of the policy arising from the Statutory Taxi and Private Hire Vehicles Standards Report.	LC	June 2021			11/06/21				21/06/21 LC	Sean Murphy	Place	Housing, Strategic Partnerships and Transformation			
C3959	West Berkshire Local Plan Review 2036	Formal approval of Council to go out to Regulation 19 Consultation	C	July 2021			30/06/21	08/07/21 C				Bryan Lyttle	Place	Planning and Transport		No	No
C4086	Chief Executive Appointment Sign-off	To sign off the appointment of the Chief Executive.	C	July 2021			30/06/21	08/07/21 C				Abi Witting	Resources	Internal Governance, Leisure and Culture		No	No
C4104	Changes to the Constitution	To agree amendments to the Council's Constitution.	C	July 2021			30/06/21	08/07/21 C				Sarah Clarke	Resources	Internal Governance, Leisure and Culture		No	No

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C3972	Response to the Fireworks Motion	To present a response to the Motion presented to the 10 September Council meeting.	C	July 2021			30/06/21	08/07/21 C		08/02/21 - Lic	Sean Murphy	Place	Housing, Strategic Partnerships and Transformation		No	No
EX4099	Treasury Management Annual Report 2020/21	This report summarises the results of the Council's management of cash-flow, borrowing and investments in the financial year 2020/21.	EX	July 2021	15/07/21 EX		07/07/21				Shannon Coleman-Slaughter	Resources	Finance and Economic Development		No	Yes
EX4053	Environment Strategy Delivery Plan	To provide an update on the progress made on the Environment Strategy Delivery Plan and to outline the next steps.	EX	July 2021	15/07/21 EX		07/07/21				Jenny Graham	Place	Environment & Waste		No	Yes
EX4011	Timelord 2 Final Report	To agree the Timelord 2 Final report.	EX	July 2021	15/07/21 EX		07/07/21				Nick Carter	Resources	Leader, District Strategy and Communications	Staff	No	Yes
EX4089	Establishment of Secondary Provision for Pupils with SEMH/Autism	To seek agreement to the use of the old Theale Primary School site for the development of this provision	EX	July 2021	15/07/21 EX		07/07/21				Jane Seymour	People	Children, Young People & Education		Yes	Yes
EX4090	Former Primary School Site, Theale	To propose the future of the currently vacant site.	EX	July 2021	15/07/21 EX		07/07/21				Richard Turner	Resources	Finance and Economic Development		Yes	Yes
EX4105	Equalities and Diversity Strategy	To agree the Equalities and Diversity Strategy.	EX	July 2021	15/07/21 EX		07/07/21				Catalin Bogos	Resources	Internal Governance, Leisure and Culture		No	Yes
EX4107	West Berkshire Water Safety Partnership	To gain approval for West Berkshire Council to enter into a Water Safety Partnership with the Emergency Services and the Canal and River Trust	EX	July 2021	15/07/21 EX		07/07/21				Jon Winstanley	Place	Environment and Countryside		No	Yes
GE3689	External Audit Fee and Plan for financial year 2021/22	To present to members the Audit Fee Letter for 2021/22 from Grant Thornton. The letter sets out the fee for the audit in line with the prescribed scale fee set by the Public Sector Audit Appointments Ltd (PSAA). To provide Members with a copy of the External Audit Plan for 2021-22	GE	July 2021			16/07/21		26/07/21 GE		Shannon Coleman-Slaughter	Resources	Internal Governance, Leisure and Culture		No	Yes
GE4028	Risk Register Update Q4 2020/21	To provide an update on the Strategic Risk Register as at Q4 of 2020/21.	GE	July 2021			16/07/21		26/07/21 GE		Catalin Bogos	Resources	Internal Governance, Leisure and Culture		No	Yes
GE4029	Internal Audit Annual Assurance Report 2020/21	The Public Sector Internal Audit Standards (PSIAS) require the Audit Manager to make a formal annual report to those charged with governance within the Council.	GE	July 2021			16/07/21		26/07/21 GE		Julie Gillhespey	Resources	Internal Governance, Leisure and Culture		No	Yes
GE4031	Draft Annual Governance Statement	To allow the committee to review the Annual Governance Statement before it is signed by the Leader and Chief Executive	GE	July 2021			16/07/21		26/07/21 GE		Joseph Holmes	Resources	Internal Governance, Leisure and Culture		No	Yes
GE3820	Draft Financial Statements Highlight Report including Directors Narrative Statement and Going Concern Assessment 2020/21	To present the draft West Berkshire Council Financial Statements 2020/21.	GE	July 2021			16/07/21		26/07/21 GE		Shannon Coleman-Slaughter	Resources	Finance and Economic Development		No	Yes
GE4030	Draft Financial Year 2020/21 Going Concern Assessment	This report summarises the management assessment of the Council continuing to operate as a going concern for the purposes of producing the Statement of Accounts for 2019/20.	GE	July 2021			16/07/21		26/07/21 GE		Shannon Coleman-Slaughter	Resources	Finance and Economic Development		No	Yes
GE4085	Progress update on the Annual Governance Statement (2019-20)	To update on progress with the Annual Governance Statement (2019-20)	GE	July 2021			16/07/21		26/07/21 GE		Joseph Holmes	Resources	Finance and Economic Development		No	Yes
ID4037	Placement Policy	To update the current Placement Policy	ID	July 2021		01/07/21	tbc				Janet Weekes	Place	Planning and Transport		No	No
ID4077	West Berkshire Council Forward Plan 24 August 2021 - 30 November 2021	To agree the Forward Plan for the next four months.	ID	July 2021		22/07/21	14/07/21				Stephen Chard	Resources	Leader, District Strategy and Communications		No	No
ID4108	West Berkshire Minerals and Waste Local Plan Statement of Common Ground	To present the Statement of Common Ground relating to the preparation of the West Berkshire Minerals and Waste Local Plan for signing by the Executive Member for Planning and Transport	ID	July 2021		15/07/21	07/07/21				Rachael Lancaster	Place	Planning and Transport		No	Yes
ID4109	South East Waste Planning Advisory Group and Joint Central and Eastern Berkshire Statements of Common Ground	To present the specified Statements of Common Ground relating to the preparation of the West Berkshire Minerals and Waste Local Plan for signing by the Executive Member for Planning and Transport	ID	July 2021		15/07/21	07/07/21				Elise Kinderman	Place	Planning and Transport		No	Yes
OSMC	New Ways of Working	To provide an update on and overview of the Council's New Ways of Working programme.	OSMC	July 2021			28/06/21		06/07/21		Melanie Best	Resources	Internal Governance, Leisure and Culture		No	No

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OSMC	Recovery Strategy	To review progress in implementing the Recovery Strategy	OSMC	July 2021			28/06/21		06/07/21		Joseph Holmes	Resources	This report applies to all Portfolios	No	No	
PC4020	Workforce Strategy 2019-23: Refreshed 2021	To seek approval for the refreshed Workforce Strategy 2021 and delivery plan from Personnel Committee.	PC	July 2021			28/06/21		06/07/21	16/07/21 PC	Rebecca Bird	Resources	Internal Governance, Leisure and Culture	No	No	
EX4009	Separate Food Waste Collection <i>(Paragraph 3 - information relating to financial/business affairs of a particular person)</i>	To agree a way forward in relation to separation of food waste	EX	September 2021	02/09/21 EX		24/08/21				Kofi Adu-Gyamfi	Place	Environment & Waste	Residents and local stakeholders	Yes	Yes
EX4012	Revenue Financial Performance Report - Q1 of 2021/22	To inform Members of the latest financial performance of the Council.	EX	September 2021	02/09/21 EX		24/08/21				Melanie Ellis	Resources	Finance and Economic Development		No	No
EX4013	Capital Financial Performance Report - Q1 of 2021/22	To present the Q1 capital financial performance for Members to note.	EX	September 2021	02/09/21 EX		24/08/21				Shannon Coleman-Slaughter	Resources	Finance and Economic Development		No	No
EX4000	Key Accountable Performance 2021/22: Quarter One	To report Q1 outturns for the Key Accountable Measures which monitor performance against the 2021/22 Council Performance Framework. To provide assurance that the objectives set out in the Council Strategy and other areas of significant activity are being managed effectively. To present, by exception, those measures that are predicted to be 'amber' or 'red' and provide information on any remedial action taken and the impact of that action. To recommend changes to measures/targets as requested by services.	EX	September 2021	02/09/21 EX		24/08/21		12/10/21		Catalin Bogos	Resources	Internal Governance, Leisure and Culture		No	Yes
EX4048	Highway Asset Management Plan Refresh	To approve the adoption of an updated Highways Asset Management Plan taking on board the latest national guidance and best practice.	EX	September 2021	02/09/21 EX		24/08/21				Andrew Reynolds	Place	Planning and Transport		No	Yes
GE3891	Annual Audit Letter	To present the Annual Audit Letter.	GE	September 2021			17/09/21		27/09/21 GE		Joseph Holmes	Resources	Finance and Economic Development		No	Yes
GE4091	Internal Audit Interim Report 2021/22 Q2	To update the Committee on the outcome of Internal Audit work	GE	September 2021			17/09/21		27/09/21 GE		Julie Gillhespey	Resources	Internal Governance, Leisure and Culture		No	Yes
ID4078	West Berkshire Council Forward Plan 5 October 2021 - 31 January 2022	To agree the Forward Plan for the next four months.	ID	September 2021		02/09/21	24/08/21				Stephen Chard	Resources	Leader, District Strategy and Communications		No	No
JPPC4060	Public Protection Partnership - Food and Feed Plan	To agree the PPP Food and Feed Plan	JPPC	September 2021			03/09/21			13/09/2021 JPPC	Rosalynd Gater	People	Housing, Strategic Partnerships and Transformation			
JPPC4063	Noise Policy - Annual Review	To note any changes to the Policy	JPPC	September 2021			03/09/21			13/09/2021 JPPC	Anna Smy	People	Housing, Strategic Partnerships and Transformation			
JPPC4067	Fee Policy for Relevant Protected Sites under Caravan Sites and Mobile Homes Legislation	Fee Policy for Relevant Protected Sites under Caravan Sites and Mobile Homes Legislation	JPPC	September 2021			03/09/21			13/09/2021 JPPC	Rosalynd Gater	People	Housing, Strategic Partnerships and Transformation			
JPPC4066	PPP list of Fees and Charges 2022/23	To approve the PPP list of Fees and Charges to be submitted to each LA budget setting cycle	JPPC	September 2021			03/09/21			13/09/2021 JPPC	Sean Murphy	People	Housing, Strategic Partnerships and Transformation			
JPPC4064	Annual Air Quality Report	For information to the Committee to update on the PPP Position for 2020 with Air Quality across all 3 areas	JPPC	September 2021			03/09/21			13/09/2021 JPPC	Anna Smy	People	Internal Governance, Leisure and Culture			
JPPC4065	Vehicle Emissions Policy	To agree a policy.	JPPC	September 2021			03/09/21			13/09/2021 JPPC	Anna Smy	People	Internal Governance, Leisure and Culture			
JPPC4068	PPP Private Sector Housing Policy		JPPC	September 2021			03/09/21			13/09/2021 JPPC	Rosalynd Gater	People	Internal Governance, Leisure and Culture			
JPPC4069	Public Protection Partnership Q1 2021/22 Performance Report	To consider the Quarter 1 Performance Report	JPPC	September 2021			03/09/21			13/09/2021 JPPC	Moir Fraser	People	Internal Governance, Leisure and Culture			
	Training and Development Plan	To agree the plan for the forthcoming year.	JPPC	September 2021			03/09/21			13/09/2021 JPPC	Toby Green	People	Internal Governance, Leisure and Culture			
LC4043	Fireworks Operational Approach	To agree the operational approach that will be taken in respect of the management of fireworks.	JPPC	September 2021			03/09/21			13/09/2021 JPPC	Anna Smy	People	Internal Governance, Leisure and Culture			
JPPC4063	Noise Policy - Annual Review	To note any changes to the Policy	JPPC	September 2021			03/09/21			13/09/2021 JPPC	Anna Smy	People	Internal Governance, Leisure and Culture			
	Review of the Contaminated Land Strategies	To consider and where appropriate update the Contaminated Land Strategies for all three authorities	JPPC	September 2021			03/09/21			13/09/2021 JPPC	Susanne McLaughlin	People	Internal Governance, Leisure and Culture			