

# Individual Decision

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The attached report will be taken as an Individual Portfolio Member Decision on:

**Thursday, 13 November, 2014**

<b>Ref:</b>	<b>Title</b>	<b>Portfolio Member</b>	<b>Page No.</b>
ID2801	<b>West Berkshire Council Forward Plan - 17 December 2014 to 31 March 2015</b>	Councillor Gordon Lundie	1 - 24



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## Individual Executive Member Decision

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<b>Title of Report:</b>	<b>West Berkshire Council Forward Plan - 17 December 2014 to 31 March 2015</b>
<b>Report to be considered by:</b>	Individual Executive Member Decision
<b>Date on which Decision is to be taken:</b>	13 November 2014
<b>Forward Plan Ref:</b>	ID2801

**Purpose of Report:** To advise Members and residents of items to be considered by West Berkshire Council over the next four months.

**Recommended Action:** That the Leader of the Council agrees and where appropriate amends the West Berkshire Council Forward Plan.

**Reason for decision to be taken:** It is a statutory requirement that a Forward Plan be produced.

**Other options considered:** Not applicable.

**Key background documentation:** Forward Plan.

Portfolio Member Details	
<b>Name &amp; Telephone No.:</b>	Councillor Gordon Lundie
<b>E-mail Address:</b>	<a href="mailto:glundie@westberks.gov.uk">glundie@westberks.gov.uk</a>

Contact Officer Details	
<b>Name:</b>	Moira Fraser
<b>Job Title:</b>	Democratic Services Manager
<b>Tel. No.:</b>	01635 519045
<b>E-mail Address:</b>	<a href="mailto:mfraser@westberks.gov.uk">mfraser@westberks.gov.uk</a>

## Implications

<b>Policy:</b>	The Forward Plan details the Policies to be adopted by West Berkshire Council.
<b>Financial:</b>	The Forward Plan has no financial implications.
<b>Personnel:</b>	The Forward Plan has no personnel implications.
<b>Legal/Procurement:</b>	The Forward Plan has no legal or procurement implications.
<b>Environmental:</b>	The Forward Plan has no environmental implications.
<b>Property:</b>	The Forward Plan has no property implications.
<b>Risk Management:</b>	The Forward Plan has no risk management implications.

Is this item relevant to equality?	Please tick relevant boxes	
	Yes	No
Does the policy affect service users, employees or the wider community and:		
• Is it likely to affect people with particular protected characteristics differently?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Is it a major policy, significantly affecting how functions are delivered?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Will the policy have a significant impact on how other organisations operate in terms of equality?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Does the policy relate to functions that engagement has identified as being important to people with particular protected characteristics?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Does the policy relate to an area with known inequalities?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Outcome</b> (Where one or more 'Yes' boxes are ticked, the item is relevant to equality)		
Relevant to equality - Complete an EIA available at <a href="http://www.westberks.gov.uk/eia">www.westberks.gov.uk/eia</a>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Not relevant to equality	<input checked="" type="checkbox"/>	<input type="checkbox"/>

## Consultation Responses

### Members:

**Leader of Council:** Councillor Gordon Lundie

**Overview & Scrutiny Management Commission Chairman:** Councillor Brian Bedwell.

**Ward Members:** All Members.

**Opposition Spokesperson:** Councillor Jeff Brooks.

**Local Stakeholders:** The West Berkshire Forward Plan will be published the first working day after the Individual Decision is signed.

**Officers Consulted:** Nick Carter, John Ashworth, Rachael Wardell, Heads of Service, Group Executives.

**Trade Union:** Not sought.

<b>Is this item subject to call-in?</b>	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>
<p>If not subject to call-in please put a cross in the appropriate box:</p> <p>The item is due to be referred to Council for final approval <input type="checkbox"/></p> <p>Delays in implementation could have serious financial implications for the Council <input type="checkbox"/></p> <p>Delays in implementation could compromise the Council's position <input checked="" type="checkbox"/></p> <p>Considered or reviewed by Overview and Scrutiny Management Commission or associated Task Groups within preceding six months <input checked="" type="checkbox"/></p> <p>Item is Urgent Key Decision <input type="checkbox"/></p> <p>Report is to note only <input type="checkbox"/></p>		

## Supporting Information

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### 1. Background

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

- 1.6 There are currently four confidential items scheduled for the 18 December 2014 Executive meeting and the required notice is attached as an appendix and will be displayed at the Council. If any representations are received the five day notice will be issued on 10 December 2014. The items are:
- Staffing Implications associated with savings put forward to deliver the 2015/16 revenue budget: approval to pay redundancy payments (EX2883)
  - Progress on Sexual Health Procurement and request for delegated authority to Strategic Director of Public Health for approving final provider of services (EX2918)
  - Alcohol and Drug Recovery Service – Tender (EX2924)
  - Royal Berkshire Fire and Rescue Service – Provision of Committee Service (EX2910)
- 1.7 The following items have been added to/deleted from the Forward Plan for the December 2014 Executive meeting or Individual Decision in December, since it was last published:
- Royal Berkshire Fire and Rescue Service - Provision of Committee Service (EX2910) – delayed from November 2014 meeting
  - Adverse Weather Debrief Report (EX2897) – added
  - Amendments to the Adopted Housing Allocations Policy (EX2899) – added
  - Approval of delegated authority in relation to Environmental Health Services (EX2917) – added
  - Progress on Sexual Health Procurement and request for delegated authority to Strategic Director of Public Health for approving final provider of services (EX2918) – added
  - Alcohol and Drug Recovery Service – Tender (EX2924) – added
  - Admissions Arrangements 2016/17 Consultation (ID2885) – delayed from November 2014 to December 2014
  - Elective Home Education Policy (ID2807) – added
  - Appointments to SACRE (ID2915) – added
  - Review of Sulhamstead, Ufton Nervet and Aldermaston Wharf Weight Limits (ID2919) – added
- 1.8 Details of decisions that Full Council, the Governance and Audit Committee and the Personnel Committee are going to take are also included for ease of reference. It should, however, be noted that the new requirements only apply to Executive meetings.
- 1.9 Publication of the Forward Plan remains a statutory requirement of the Local Authority. The Forward Plan, any General Exception Decisions Notices and Notices of Private Decisions have to be available for inspection and also have to be published on the Council's website.

## **Appendices**

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Appendix A – West Berkshire Council Forward Plan –17 December 2014 to 31 March 2015

Appendix B - Notice of confidential items for 18 December 2014 Executive meeting



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# West Berkshire Council Forward Plan

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# West Berkshire Council Forward Plan – 17 December 2014 to 31 March 2015

Reference	Decision and Purpose	Decision Body	Decision Path	Directorate	Contact	Lead Member (Portfolio Holder for . . .)	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
<b>DECEMBER 2014</b>											
ID2802	<b>West Berkshire Forward Plan – 14 Jan 2015 – 30 April 2015</b> <i>To agree the Forward Plan for the next four months.</i>	ID	04/12/14	Resources	Moira Fraser	Leader of Council		26/11/14			December 2014
ID2905	<b>Speed Limit Review October 2014</b> <i>To approve the statutory consultation for altering the speed limit on a number of roads following a meeting of the speed limit task group</i>	ID	08/12/14	Resources	Andrew Garratt	Highways, Transport (Operations), Emergency Planning, Newbury Vision		28/11/14	Ward Members		December 2014
ID2885	<b>Admissions Arrangements 2016/17 Consultation</b> <i>To seek approval to consult on admission arrangements for 2016/17, including changes to the 6<sup>th</sup> form at John O’Gaunt school which impacts on the published admission numbers (statutory requirement).</i>	ID	09/12/14	Communities	Vicky Pearce	Children and Young People, Youth Service, Education, Safeguarding		01/12/14			December 2014
ID2915	<b>Appointments to SACRE</b> <i>To appoint replacement members to the Committee</i>	ID	18/12/14	Communities	Jayne Mann	Children and Young People, Youth Service, Education, Safeguarding		10/12/14			December 2014
ID2807	<b>Elective Home Education Policy</b> <i>To seek approval for updated policy on Elective Home Education.</i>	ID	18/12/14	Communities	Rhian Ireland	Children and Young People, Youth Service, Education, Safeguarding		10/12/14			December 2014
ID2919	<b>Review of Sulhamstead, Ufton Nervet and Aldermaston Wharf Weight Limits</b> <i>To consider the responses received during statutory consultation</i>	ID	18/12/14	Environment	Andrew Garratt	Highways, Transport (Operations), Emergency Planning, Newbury Vision		10/12/14			December 2014

The items included in the Forward Plan were correct at the time of publication. The Forward Plan may, however, change and you are advised to contact Moira Fraser – Tel: 01635 519045 or e-mail: [mfraser@westberks.gov.uk](mailto:mfraser@westberks.gov.uk) to confirm the contents of any agenda before attending a meeting. **Executive decisions may be taken by the Executive acting as a collective body or by officers acting under delegated powers.**

**KEY:**  
 ID = Individual Executive Member Decision  
 EX = Executive  
 C = Council  
 GA = Governance & Audit Committee  
 S = Standards Committee  
 PC = Personnel Committee

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ID2927	<b>Outside Body Appointments – North Wessex Downs AONB and Berkshire Historic Environment Forum</b> <i>To amend the Council's Outside Body appointments on the North Wessex Downs AONB and the Berkshire Historic Environment Forum.</i>	ID	18/12/14	Resources	Moira Fraser	Leader of the Council		10/12/14			December 2014
EX2910	<b>Royal Berkshire Fire and Rescue Service - Provision of Committee Service</b> <i>(Paragraph 3 - information relating to financial/business affairs of particular person)</i> <i>To agree proposals for joint working arrangements with the Royal Berkshire Fire and Rescue Service.</i>	EX	18/12/14 EX	Resources	Andy Day	Strategy & Performance, Housing, ICT & Corporate Support, Legal and Strategic Support	Yes	10/12/14			December 2014
EX2883	<b>Staffing implications associated with savings put forward to deliver the 2015/16 revenue budget: approval to pay redundancy payments</b> <i>(Paragraph 1 – information relating to an individual)</i> <i>(Paragraph 2 – information identifying an individual)</i> <i>To set out the staffing implications which are likely to result from the setting of the Council's 2015/16 revenue budget. To seek approval to make the redundancy payments associated with the required staffing implications</i>	EX	18/12/14 EX	Resources	Robert O'Reilly	Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property, Insurance	Yes	10/12/14			December 2014

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EX2917	<b>Approval of delegated authority in relation to Environmental Health Services</b> <i>Approval of delegated authority for the Corporate Director of Environment to sign an agreement to make arrangements with another local authority for the discharge of function by another local authority under s101 of the Local Government Act 1972.</i>	EX	18/12/14 EX	Environment	Evangelina Wood	Cleaner & Greener, Waste, Environmental Health, Trading Standards, Thatcham Vision, Licensing	No	10/12/14			December 2014
EX2899	<b>Amendments to the Adopted Housing Allocations Policy</b> <i>To approve and adopt amendments to the Council's policy for assessment of applicants seeking an allocation of social housing.</i>	EX	18/12/14 EX	Communities	Cathy Dodson	Strategy & Performance, Housing, ICT & Corporate Support, Legal and Strategic Support		10/12/14			01 December 2014
EX2830	<b>Financial Performance Report - Quarter Two 2014/15</b> <i>To inform Members of the latest financial performance of the Council.</i>	EX	18/12/14 EX	Resources	Melanie Ellis	Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property, Insurance		10/12/14			December 2014

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EX2918	<b>Progress on Sexual Health Procurement and request for delegated authority to Strategic Director of Public Health for approving final provider of services</b> <i>(Paragraph 3 - information relating to financial/business affairs of particular person)</i> To provide an update of the sexual health procurement process and to seek delegated authority for final provider recommendation by Strategic Director of Public Health.	EX	18/12/14 EX	Resources	Lesley Wyman	Health and Wellbeing	Yes	10/12/14			December 2014
EX2924	<b>Alcohol and Drug Recovery Service - Tender</b> <i>(Paragraph 3 - information relating to financial/business affairs of particular person)</i> To provide an update of the Adult Alcohol and Drug Recovery procurement process and to seek delegated authority to the Head of Public Health and Wellbeing and the Portfolio Holder for Health and Wellbeing	EX	18/12/14 EX	Resources	Lesley Wyman	Health and Wellbeing	Yes	10/12/14			December 2014
EX2897	<b>Adverse Weather Debrief Report</b> To report on the debrief process following the winter adverse weather of 2013/14 highlighting the conclusions and recommendations.	EX	18/12/14 EX	Resources	Carolyn Richardson	Highways, Transport (Operations), Emergency Planning, Newbury Vision		10/12/14			December 2014
C2867	<b>Proposed Member Induction Programme - May 2015</b> To seek Corporate Board's view on the proposed Member Induction programme for May 2015.	C	11/12/14 C	Resources	Jo Watt	Leader of the Council		02/12/14			December 2014

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C2884	<b>Council Tax Reduction Scheme 2015/16</b> <i>To determine the Council's scheme for 2015/16</i>	C	11/12/14 C	Resources	Bill Blackett	Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property, Insurance		02/12/14			December 2014
C2674	<b>Review of Polling Districts, Polling Places and Polling Stations</b> <i>To review Polling places and Polling Districts in accordance with the provisions of the Review of Polling Districts and Polling Places (Parliamentary Elections) Regulations 2006</i>	C	11/12/14 C	Resources	Phil Runacres	Strategy & Performance, Housing, ICT & Corporate Support, Legal and Strategic Support		02/12/14			December 2014
C2887	<b>Changes to the Constitution - Parts 9 Budget and Policy Framework, 10 Finance Rules of Procedure and 12 Personnel Rules of Procedure</b> <i>To amend the Constitution in light of legislative changes.</i>	C	11/12/14 C 24/11/14 GA	Resources	Andy Walker/ David Holling	Chairman of Governance and Audit Committee		02/12/14			December 2014
C2822	<b>Adoption of Supplementary Planning Document for Developer Contributions</b> <i>To adopt the updated SPD for developer contributions</i>	C	11/12/14 C	Environment	Caroline Walsh	Planning, Transport (Policy), Culture, Customer Services, Countryside		02/12/14			December 2014

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C2889	<b>Activity Team West Berkshire - Fees and Charges 2015/16</b> <i>To bring forward agreement on increases in fees and charges for the 2015/16 Adventure Dolphin activity programme: in line with fair market price; to maximise advance bookings and income in support of the drive for the service to become cost neutral.</i>	C	11/12/14 C	Environment	Jim Sweeting	Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property, Insurance		02/12/14			December 2014
C2888	<b>Leisure Centres' Fees and Charges 2015</b> <i>To implement the contractual requirement for an annual price review for 2014 for Parkwood Community Leisure to come into effect from 1st January 2014.</i>	C	11/12/14 C	Environment	Jim Sweeting	Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property, Insurance		02/12/14			December 2014
C2903	<b>Housing Site Allocations Development Plan Document - Sandleford Park: Revisions to Policy CS3 of the adopted Core Strategy</b> <i>To recommend to Council the Proposed Submission version of the revisions to policy CS3 (Sandleford Park) of the adopted Core Strategy</i>	C	11/12/14 C	Environment	Liz Alexander	Planning, Transport (Policy), Culture, Customer Services, Countryside		02/12/14			December 2014
C2898	<b>West Berkshire Community Champion Awards</b> <i>To present the Community Champion Awards for 2014/15.</i>	C	11/12/14 C	Resources	Jo Watt	Chairman of Council		02/12/14			December 2014

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C2925	<b>Appointment of Remuneration Panel</b>	C	11/12/14 C	Resources	Jo Watt	Strategy & Performance, Housing, ICT & Corporate Support, Legal and Strategic Support		02/12/14			December 2014
C2926	<b>2015/16 West Berkshire Council Timetable of Public Meetings</b> <i>To agree the timetable of public meetings for the 2015/16 Municipal Year</i>	C	11/12/14 C	Resources	Moira Fraser	Leader of the Council		02/12/14			December 2014
<b>JANUARY 2014</b>											
ID2912	<b>Equality Objectives - Annual Report January 2015</b> <i>To set out the detail of the annual equalities report required to be published in January 2015.</i>	ID	01/01/15	Resources	Elaine Walker	Partnerships, Equality, Communities, Hungerford and Eastern Area Visions		22/12/14			January 2015
ID2890	<b>Response to a petition - introduction of a 40mph speed limit from Thornford Road to the junction of Crookham Park Home site</b> <i>To respond to a petition that has been submitted to the Council</i>	ID	01/01/15	Environment	Andrew Garratt	Highways, Transport (Operations), Emergency Planning, Newbury Vision		22/12/14			January 2015
ID2803	<b>West Berkshire Forward Plan – 11 February 2015 – 31 May 2015</b> <i>To agree the Forward Plan for the next four months.</i>	ID	08/01/15	Resources	Moira Fraser	Leader of Council		31/12/14			January 2015
ID2920	<b>Parking Amendment 17</b> <i>To consider the responses received during statutory consultation</i>	ID	12/01/15	Environment	Andrew Garratt	Highways, Transport (Operations), Emergency Planning, Newbury Vision		04/01/15			January 2015

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EX2778	<p><b>Key Accountable Measures and Activities 2014/15. Update on progress: Q2 outturns</b></p> <p><i>To report Quarter 2 progress against the key accountable measures and activities for West Berkshire Council for 2014/15 and to report by exception those measures/activities not achieved/expected to be achieved and cite remedial action that is being taken.</i></p>	EX	15/01/15 EX	Resources	Jenny Legge	Strategy & Performance, Housing, ICT & Corporate Support, Legal and Strategic Support		07/01/15			January 2015
<b>FEBRUARY 2014</b>											
ID2921	<p><b>Parking Amendment 18</b></p> <p><i>To consider the responses received during statutory consultation</i></p>	ID	02/02/15	Environment	Andrew Garratt	Highways, Transport (Operations), Emergency Planning, Newbury Vision		23/01/15			February 2015
ID2804	<p><b>West Berkshire Forward Plan – 18 March 2015 – 30 June 2015</b></p> <p><i>To agree the Forward Plan for the next four months.</i></p>	ID	12/02/15	Resources	Moira Fraser	Leader of Council		04/02/15			February 2015
GA2559	<p><b>Review of the Council's Anti-Bribery Policy</b></p> <p><i>In accordance with the recommendation of the Governance and Audit Committee to revisit the Council's Bribery Policy adopted on the 10 September 2012 to ensure that it is fit for purpose.</i></p>	GA	09/02/15 GA	Resources	Ian Priestley	Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property, Insurance		30/01/15			February 2015

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EX2922	<b>Procurement of the Schools' Waste Contract</b> <i>(Paragraph 3 – information relating to financial/business affairs of particular person)</i>	EX	12/02/15 EX	Communities	Caroline Corcoran	Strategy & Performance, Housing, ICT & Corporate Support, Legal and Strategic Support	Yes	04/02/15			February 2015
EX2923	<b>Procurement of the Schools' and Corporate Sites - Cleaning Contract</b> <i>(Paragraph 3 – information relating to financial/business affairs of particular person)</i>	EX	12/02/15 EX	Communities	Caroline Corcoran	Strategy & Performance, Housing, ICT & Corporate Support, Legal and Strategic Support	Yes	04/02/15			February 2015
EX2904	<b>New School for Newbury</b> <i>(Paragraph 3 - information relating to the financial/business affairs of a particular person)</i> <i>To consider the recommendation to DFE for the sponsor of the new school in Newbury</i>	EX	12/02/15 EX	Communities	Caroline Corcoran	Children and Young People, Youth Service, Education, Safeguarding	Yes	04/02/15			February 2015
EX2831	<b>Financial Performance Report - Quarter Three 2014/15</b> <i>To inform Members of the latest financial performance of the Council.</i>	EX	12/02/15 EX	Resources	Melanie Ellis	Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property, Insurance		04/02/15			February 2015

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# West Berkshire Council Forward Plan – 17 December 2014 to 31 March 2015

Reference	Decision and Purpose	Decision Body	Decision Path	Directorate	Contact	Lead Member (Portfolio Holder for . . .)	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
<b>MARCH 2014</b>											
ID2914	<b>Determination of Admission Arrangements 2016/17</b> <i>To determine the admission arrangements for community and voluntary controlled schools for 2016/17 following consultation.</i>	ID	10/03/15	Communities	Vicky Pearce	Children and Young People, Youth Service, Education, Safeguarding		02/03/15			March 2015
ID2805	<b>West Berkshire Forward Plan – 22 April 2015 – 31 July 2015</b> <i>To agree the Forward Plan for the next four months.</i>	ID	19/03/15	Resources	Moira Fraser	Leader of Council		11/03/15			March 2015
EX2779	<b>Key Accountable Measures and Activities 2014/15. Update on progress: Q3 outturns</b> <i>To report Quarter 3 progress against the key accountable measures and activities for West Berkshire Council for 2014/15 and to report by exception those measures/activities not achieved/expected to be achieved and cite remedial action that is being taken.</i>	EX	19/03/15 EX	Resources	Jenny Legge	Strategy & Performance, Housing, ICT & Corporate Support, Legal and Strategic Support		11/03/15			March 2015
C2657	<b>Health and Wellbeing Strategy</b>	C	03/03/15 C H&WB - 22/01/15	Resources	Lesley Wyman	Health and Wellbeing		23/02/15			March 2015
C2836	<b>Draft Capital Strategy and Programme 2015/16 to 2019/20</b> <i>To outline the five year Capital Strategy for 2015 to 2020, including the Minimum Revenue Provision (MRP) statement and the Asset Management Plan, and to set out the funding framework for Council's five year Capital Programme 2015/16 to 2019/20</i>	C	12/02/15 EX 03/03/15 C	Resources	Andy Walker	Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property, Insurance		23/02/15			March 2015

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C2833	<b>Statutory Pay Policy Statement</b> <i>To present a pay policy statement for the Council to be published in April 2015 for approval</i>	C	03/03/15 C Feb 2015 - PC	Resources	Jane Milone	Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property, Insurance		23/02/15			March 2015
C2834	<b>Medium Term Financial Strategy (MTFS): 2015-18</b> <i>To inform Members of the medium term financial planning and strategy for the organisation.</i>	C	12/02/15 EX 03/03/15 C	Resources	Andy Walker	Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property, Insurance		23/02/15			March 2015
C2835	<b>Revenue Budget 2015/16</b> <i>To consider and recommend to Council the 2015-16 revenue budget.</i>	C	12/02/15 EX 03/03/15 C	Resources	Andy Walker	Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property, Insurance		23/02/15			March 2015
C2837	<b>Investment and Borrowing Strategy 2015/16</b> <i>In compliance with The Local Government Act 2003, this report summarises the Council's borrowing limits as set out by CIPFA's Prudential Code, and recommends the Annual Investment Strategy for the coming year.</i>	C	12/02/15 EX 03/03/15 C	Resources	Andy Walker	Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property, Insurance		23/02/15			March 2015

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C2843	<b>Members Allowances Scheme</b> <i>To consider the recommendations of the Independent Remuneration Panel</i>	C	03/03/15 C	Resources	Jo Watt	Leader of Council		23/02/15			March 2015
C2839	<b>Amendments to the Constitution - Scheme of Delegation</b> <i>To review and amend sections of the Scheme of Delegation in light of legislative changes.</i>	C	03/03/15 C 09/02/15 GA	Resources	David Holling	Chairman of Governance and Audit Committee		23/02/15			March 2015
C2911	<b>Amendment to Constitution - Scheme of Delegation</b> <i>To consider any changes required to the Scheme of Delegation for the forthcoming year.</i>	C	03/03/15 C 09/02/15 GA	Resources	David Holling	Leader of Council		23/02/15			March 2015

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## **NOTICE OF A PRIVATE MEETING OF A DECISION-MAKING BODY TO WHICH THE CHAIR OF THE OVERVIEW AND SCRUTINY MANAGEMENT COMMISSION HAS AGREED<sup>1</sup>**

*Notice of an imminent occasion when the public may be excluded from a meeting due to the likelihood that if members of the public were present during an item of business confidential or exempt information would be disclosed to them and which the Chair of the Overview and Scrutiny Management Commission has agreed is urgent and cannot reasonably be deferred.*

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

1. At least 28 clear days before a private meeting<sup>2</sup> of a decision-making body, public notice<sup>3</sup> must be given which must include a statement of reasons for the meeting to be held in private.
2. At least 5 clear days before a private meeting of a decision-making body, further public notice<sup>4</sup> must be given which must include a statement of reasons for the meeting to be held in private, details of any representations received by the decision-making body about why the meeting should be open to the public and a statement of the Council's response to such representations.
3. Where the date by which a meeting must be held makes compliance with the above requirements impracticable, the meeting may only be held in private where the decision-making body has obtained agreement from the Chair of the Overview and Scrutiny Management Commission.
4. Compliance with the requirements for the giving of public notice has been impracticable in relation to the business detailed below.

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Date of Decision or period within which the decision is to be made	Ref No:	Matter in respect of which the decision is to be made	Short Description	Decision maker	Executive Member & Lead Officer	List of documents to be submitted to decision maker	Public or Private meeting. Statement of reasons if private.
18 December 2014	EX2883	Staffing Implications associated with savings put forward to deliver the 2015/16 revenue budget: approval to pay redundancy payments	To set out the staffing implications which are likely to result from the setting of the Council's 2015/16 revenue budget. To seek approval to make the redundancy payments associated with the required staffing implications.	Executive	Councillor Alan Law Robert O'Reilly	Report and associated appendices	Paragraphs 1 and 2
18 December 2014	EX2918	Progress on Sexual Health Procurement and request for delegated authority to Strategic	To provide an update of the sexual health procurement process and to seek delegated authority for final	Executive	Councillor Marcus Franks Lesley Wyman	Report and associated appendices	Paragraph 3

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

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

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



		Director of Public Health for approving final provider of services	provider recommendation by Strategic Director of Public Health.				
18 December 2014	EX2924	Alcohol and Drug Recovery Service - Tender	To provide an update of the Adult Alcohol and Drug Recovery procurement process and to seek delegated authority to the Head of Public Health and Wellbeing and the Portfolio Holder for Health and Wellbeing	Executive	Councillor Marcus Franks Lesley Wyman	Report and associated appendices	Paragraph 3
18 December 2014	EX2910	Royal Berkshire Fire and Rescue Service – Provision of Committee Service	To advise Members of a proposal to enter into an agreement with the Royal Berkshire Fire and Rescue Service to provide their “Committee Service” for them for the next three years.	Executive	Councillor Roger Croft Andy Day	Report and associated appendices	Paragraph 3

5. The Chair of the Overview and Scrutiny Committee has agreed that the Executive may hold a private meeting to consider the business referred to in paragraph 4 above because the meeting is urgent and cannot reasonably be deferred for the reasons stated below.

Date of Chair’s agreement	Matter in respect of which the decision is to be made	Reasons why meeting urgent and cannot reasonably be deferred

Andy Day  
Head of Strategic Support  
West Berkshire Council

Date: 5 November 2014

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