

Individual Decision

The attached reports will be taken as
Individual Portfolio Member Decisions on:

Thursday, 12th January, 2017

Ref:	Title	Portfolio Members	Page No.
ID3131	West Berkshire Council Forward Plan - 14 February 2017 to 31 May 2017	Councillor Roger Croft	3 - 20
ID3190	Appointment of Representatives on the West Berkshire Standing Advisory Council on Religious Education	Councillor Lynne Doherty	21 - 26



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Individual Executive Member Decision

West Berkshire Council Forward Plan - 14 February 2017 to 31 May 2017

Committee considering report:	Individual Executive Member Decision
Date of Committee:	12 January 2017
Portfolio Member:	Councillor Roger Croft - Leader of the Council
Forward Plan Ref:	ID3131

1. Purpose of the Report

- 1.1 To advise Members and residents of items to be considered by West Berkshire Council over the next four months.

2. Recommendation

- 2.1 That the Leader of the Council agrees and where appropriate amends the West Berkshire Council Forward Plan.

3. Implications

- 3.1 **Financial:** The Forward Plan has no financial implications.
- 3.2 **Policy:** The Forward Plan details the Policies to be adopted by West Berkshire Council.
- 3.3 **Personnel:** The Forward Plan has no personnel implications.
- 3.4 **Legal:** The Forward Plan has no legal implications.
- 3.5 **Risk Management:** The Forward Plan has no risk management implications.
- 3.6 **Property:** The Forward Plan has no property implications.
- 3.7 **Other:** Not applicable.

4. Consultation Responses

Members:

Leader of Council:	Councillor Roger Croft
Overview & Scrutiny Management Commission Chairman:	Councillor Emma Webster at Overview and Scrutiny Management Commission meetings.
Ward Members:	All Members
Opposition	Councillor Lee Dillon at Overview and Scrutiny Management

- Spokesperson:** Commission meetings.
- 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 Executive.
- Trade Union:** Not sought.

5. Other options considered

- 5.1 Not applicable.

6. Appendices

- 6.1 Appendix A – Supporting Information
- 6.2 Appendix B - Equalities Impact Assessment
- 6.3 Appendix C – West Berkshire Council Forward Plan - 14 February 2017 to 31 May 2017
- 6.4 Appendix D – Notice of Private Decisions for 16 February 2017 and 30 March 2017 Executive meeting

Individual Executive Member Decision

West Berkshire Council Forward Plan - 14 February 2017 to 31 May 2017- Supporting Information

1. Introduction/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 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 The following items have been added to the Forward Plan for the Executive meeting on the 16 February 2017 since it was last published:
- EX3202 – Homelessness Services
 - EX3229 – Berkshire Community Equipment Service Contract Award
 - EX3230 – Contract Award – Complex Needs Service for Clients with a Learning Disability
 - EX3232 – Shared Emergency Planning Service
- 1.7 Consideration of C3208 – Library Service Review has been brought forward and will now be considered at the Special Council meeting on 7 February 2017.
- 1.8 There are currently three confidential items scheduled for the 16 February 2017 Executive meeting. The required notice is attached as Appendix D and will be displayed at the Council. If any representations are received the five day notice will be issued on 24 February 2017. The items are:
- EX3195- Staffing implications associated with savings put forward to deliver the 2017/18 revenue budget: approval to pay redundancy payments (Strand 3)
 - EX3229- Berkshire Community Equipment Service Contract Award
 - EX3230- Contract Award - Complex Needs Service for Clients with a Learning Disability
- 1.9 Details of decisions that Full Council, the Governance and Ethics Committee and the Personnel Committee are going to take are also included for ease of reference. It should, however, be noted that the 2012 Regulations only apply to Executive meetings.
- 1.10 It should also be noted that any changes made to Executive Member Portfolios will be reflected in the Forward Plan once they are known.
- 1.11 Publication of the Forward Plan remains a statutory requirement of the Local Authority. The Forward Plan, any General Exception Decision Notices and Notices of Private Decisions have to be available for inspection and also have to be published on the Council's website.

Background Papers: None.

Subject to Call-In:

Yes: No:

The item is due to be referred to Council for final approval

Delays in implementation could have serious financial implications for the Council

Delays in implementation could compromise the Council's position

Considered or reviewed by Overview and Scrutiny Management Commission or associated Task Groups within preceding six months

Item is Urgent Key Decision

Report is to note only

Officer details:

Name: Moira Fraser
Job Title: Democratic Services Manager
Tel No: (01635) 519045
E-mail Address: moira.fraser@westberks.gov.uk

Appendix B

Equality Impact Assessment - Stage One

We need to ensure that our strategies, policies, functions and services, current and proposed have given due regard to equality and diversity.

Please complete the following questions to determine whether a Stage Two, Equality Impact Assessment is required.

Name of policy, strategy or function:	Forward Plan
Version and release date of item (if applicable):	
Owner of item being assessed:	Moira Fraser
Name of assessor:	Maria Legge
Date of assessment:	4 January 2017

Is this a:		Is this:	
Policy	No	New or proposed	No
Strategy	No	Already exists and is being reviewed	No
Function	No	Is changing	No
Service	No		

1. What are the main aims, objectives and intended outcomes of the policy, strategy function or service and who is likely to benefit from it?	
Aims:	
Objectives:	
Outcomes:	
Benefits:	

2. Note which groups may be affected by the policy, strategy, function or service. Consider how they may be affected, whether it is positively or negatively and what sources of information have been used to determine this. (Please demonstrate consideration of all strands – Age, Disability, Gender Reassignment, Marriage and Civil Partnership, Pregnancy and Maternity, Race, Religion or Belief, Sex and Sexual Orientation.)		
Group Affected	What might be the effect?	Information to support this.
None		

Further Comments relating to the item:

3. Result	
Are there any aspects of the policy, strategy, function or service, including how it is delivered or accessed, that could contribute to inequality?	No
Please provide an explanation for your answer:	
Will the policy, strategy, function or service have an adverse impact upon the lives of people, including employees and service users?	No
Please provide an explanation for your answer:	

If your answers to question 2 have identified potential adverse impacts and you have answered 'yes' to either of the sections at question 3, or you are unsure about the impact, then you should carry out a Stage 2 Equality Impact Assessment.

If a Stage Two Equality Impact Assessment is required, before proceeding you should discuss the scope of the Assessment with service managers in your area. You will also need to refer to the Equality Impact Assessment guidance and Stage Two template.

4. Identify next steps as appropriate:	
Stage Two required	
Owner of Stage Two assessment:	
Timescale for Stage Two assessment:	
Stage Two not required:	Yes

Name: Maria Legge

Date: 04 January 2017

Please now forward this completed form to Rachel Craggs, the Principal Policy Officer (Equality and Diversity) for publication on the WBC website.

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Key:	C= Council
	DOD= Delegated Officer Decision
	EX= Executive
	GE= Governance and Ethics Committee
	ID= Individual Decision
	PC= Personnel Committee
	PP= Joint Public Protection Committee

West Berkshire Council Forward Plan 14 February 2017 to 31 May 2017

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 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.

Page 11

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
EX3137	Financial Performance Report 2016/17 - Quarter Three	To inform Members of the latest financial performance of the Council.	EX	01 February 2017	16/02/17 EX		08/02/17					Shannon Coleman-Slaughter	Resources	Finance and Transformation			
EX3195	Staffing implications associated with savings put forward to deliver the 2017/18 revenue budget: approval to pay redundancy payments (Strand 3) (Paragraph 1 - information relating to an individual) (Paragraph 2 - information identifying an individual)	To seek approval to make the redundancy payments associated with the required staffing implications associated with savings to deliver the 2017/18 revenue budget.	EX	01 February 2017	16/02/17 EX		08/02/17					Robert O'Reilly	Resources	Corporate Services and External Affairs		Yes	No
EX3202	Homelessness Services	To inform of the intention to procure homelessness services at a reduced cost to West Berkshire Council.	EX	01 February 2017	16/02/17 EX		08/02/17					Robert Bradfield	Communities	Adult Social Care and Planning & Housing		No	No
EX3217	Revised Community Infrastructure Levy Regulations 123 List	To update the Community Infrastructure Levy Regulations 123 list following the EIP into the Housing Sites Allocation Development Plan Document.	EX	01 February 2017	16/02/17 EX		08/02/17					Sarah Ball	Environment	Planning and Housing			
EX3229	Berkshire Community Equipment Service Contract Award (Paragraph 5 – information relating to legal privilege)	To seek delegated authority for the Head of Service to award the contract for Berkshire Community Equipment Service from 1st April 2017	EX	01 February 2017	16/02/17 EX		08/02/17					Trish Guest/ Karen Felgate	Communities	Adult Social Care			
EX3230	Contract Award - Complex Needs Service for Clients with a Learning Disability (Paragraph 3 - information relating to financial/business affairs of particular person)	To seek approval from the Executive to award a contract for the complex needs learning disability service at Blagden Close, Newbury	EX	01 February 2017	16/02/17 EX		08/02/17					Karen Felgate	Communities	Adult Social Care		Yes	No
EX3232	Shared Emergency Planning Service	To set out in summary what is being proposed with regard to a shared service for Emergency Planning in Berkshire.	EX	01 February 2017	16/02/17 EX		08/02/17					Nick Carter	Resources	Community Resilience & Partnerships			No
EX3169	Healthy Child Programme 0-19/25 Commissioning and Service Redesign (Paragraph 3 – information relating to financial/business affairs of particular person) (Paragraph 5 – information relating to legal privilege) (Paragraph 6 – information relating to proposed action to be taken by the Local Authority)	For Executive to approve delegate authority to the Head of Public Health and Wellbeing, in consultation with the Portfolio Holder, to award the integrated Healthy Child Programme (HCP) contract for 0-19/25 year olds (up to 25 years for young people with special educational needs and disabilities).	EX	01 February 2017	16/02/17 EX		11/01/17					Lesley Wyman	Resources	Deputy Leader, Health and Wellbeing		Yes	No
ID3132	West Berkshire Forward Plan - 28 March 2017 - 30 June 2017	To agree the Forward Plan for the next four months.	ID	01 February 2017		23/02/17	15/02/17					Moira Fraser	Resources	Leader, Strategy & Performance, Economic Growth			
ID3212	Annual Equalities Report	Provide an update on progress with the Council's Equalities Objectives which is required by legislation to be published on the Council's website in January each year.	ID	01 February 2017		22/02/17	14/02/17					Rachel Craggs	Resources	Community Resilience & Partnerships			
ID3219	Sandbag Policy	To agree the Council's sandbag policy.	ID	01 February 2017		23/02/17	15/02/17					Stuart Clark	Environment	Highways and Transport			
ID3243	Approval to publish the draft Housing Strategy 2016-2021 for consultation	To seek approval to publish the draft Housing Strategy 2016-2-21 for consultation.	ID	01 February 2017		01/02/17	tbc					Mel Brain	Communities	Planning & Housing			
ID3245	Consultation Response Funding for Supported Housing	Portfolio sign off for government consultation response	ID	01 February 2017		14/02/17	06/02/17					Karen Felgate	Communities	Planning and Housing			

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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 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.

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
C3114	Health and Wellbeing Strategy Refresh	To seek approval for the Health and Wellbeing Strategy refresh.	C	01 March 2017			22/02/17	02/03/17 C			HWBB - 29/09/16	Lesley Wyman	Resources	Health and Wellbeing (Deputy Leader)			
C3118	Investment and Borrowing Strategy 2017/18	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 and Borrowing Strategy for 2017/18.	C	01 March 2017	16/02/17 EX		22/02/17	02/03/17 C				Andy Walker	Resources	Finance and Transformation			
C3119	Medium Term Financial Strategy (MTFS): 2017-2018	To agree the medium term financial planning and strategy for the organisation.	C	01 March 2017	16/02/17 EX		22/02/17	02/03/17 C				Andy Walker	Resources	Finance and Transformation			
C3120	Capital Strategy and Programme 2017/18 to 2021/22	To outline the five year Capital Strategy for 2017 to 2022, including the Minimum Revenue Provision (MRP) Statement and the Asset Management Plans for Property and Highways, and to set out the funding framework for the Council's five year Capital Programme for 2017/18 to 2021/22.	C	01 March 2017	16/02/17 EX		22/02/17	02/03/17 C				Andy Walker	Resources	Finance and Transformation			
C3121	Revenue Budget 2017/18	To consider and recommend to Council the 2017-18 Revenue Budget.	C	01 March 2017	16/02/17 EX		22/02/17	02/03/17 C			01/12/16 BB	Andy Walker	Resources	Finance and Transformation			
C3122	Statutory Pay Policy 2017	To seek CB recommendation that the Statutory Pay Policy Statement be submitted to Council for approval for publication; from 1 st April 2017.	C	01 March 2017			22/02/17	02/03/17 C			08/02/17 PC	Katie Penlington	Resources	Corporate Services and External Affairs			
C3174	Health and Wellbeing Board Governance	So that the Health and Wellbeing Board (the Board) can drive improvement against the health and wellbeing strategy and fulfil its intended role as a system leader, this report defines how its governance will be amended to enable it to be more effective.	C	01 March 2017			22/02/17	02/03/17 C			HWBB - 29/09/16	Jo Reeves	Resources	Deputy Leader, Health and Wellbeing			
C3215	SACRE Annual Report	To provide Members with the Annual Report of the Standing Advisory Council on Religious Education (SACRE).	C	01 March 2017			22/02/17	02/03/17 C				Jo Watt	Resources	Leader of Council, Strategy & Performance, Economic Growth			
C3226	Response to Council Motion on Short Breaks Funding	To respond to the Motion to Council proposed by Councillor Lee Dillon at Full Council on 8 December 2016	C	01 March 2017	22/12/16 EX		14/12/16	02/03/17 C				Andy Walker	Resources	Finance and Transformation			
EX3111	Council Performance Report 2016/17: Q3 (Key Accountable Measures and Activities)	To present the basket of key accountable measures and activities for 2016/17.	EX	01 March 2017	30/03/17 EX		22/03/17					Catalin Bogos	Resources	Leader, Strategy & Performance, Economic Growth			
EX3196	Staffing implications associated with savings put forward to deliver the 2017/18 revenue budget: approval to pay redundancy payments (Strand 4) (Paragraph 1 - information relating to an individual) (Paragraph 2 - information identifying an individual)	To seek approval to make the redundancy payments associated with the required staffing implications associated with savings to deliver the 2017/18 revenue budget.	EX	01 March 2017	30/03/17 EX		22/03/17					Robert O'Reilly	Resources	Corporate Services and External Affairs		Yes	No
EX3218	Better Care Fund 2017/19	To seek agreement to Better Care Fund Plans for 2017/19	EX	01 March 2017	30/03/17 EX		22/03/17					Tandra Forster	Communities	Adult Social Care			
ID3133	West Berkshire Forward Plan - 27 April 2017 - 31 July 2017	To agree the Forward Plan for the next four months.	ID	01 March 2017		23/03/17	15/03/17					Moira Fraser	Resources	Leader, Strategy & Performance, Economic Growth			

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ID3231	Three Year Highway Improvement Programme 2017/18 - 2019/20	To seek approval of the Executive Member for Highways and Transport to implement the draft Three Year Highway Improvement Programme for 2017/18 - 2019/20 and proceed with the 2017/18 improvement programme.	ID	01 March 2017		03/03/17	23/02/17					Melvyn May	Environment	Highways and Transport		No	Yes
ID3261	Traffic Management & Road Safety Programme 2017/18	To advise Members of the Traffic Management & Road Safety works programme for 2017/18	ID	01 March 2017		06/03/17	24/02/17					Glyn Davis	Environment	Highways and Transport			
PP3262	Public Protection Partnership Business Plan	To seek approval for the draft Public Protection Partnership Business Plan and Policies contained within	PP	01 March 2017		06/03/17					14/03/17 JPPC	Sean Murphy	Environment	Partnerships and Community Resilience			
PP3263	Public Protection Partnership Business Advice Charging Policy	To seek approval for the draft policy on the charging regime for business advice	PP	01 March 2017		06/03/17					14/03/17 JPPC	Paul Anstey	Environment	Partnerships and Community Resilience			
PP3264	Public Protection Partnership Communication Policy	To seek approval for the draft communication policy	PP	01 March 2017		06/03/17					14/03/17 JPPC	Paul Anstey	Environment	Partnerships and Community Resilience	Council communication teams		
PP3265	Proceeds of Crime Asset Recovery Incentivisation Scheme Policy	To seek approval for the draft policy on allocation of money received under the Asset Recovery Incentivisation Scheme.	PP	01 March 2017		06/03/17					14/03/17 JPPC	Paul Anstey	Environment	Partnerships and Community Resilience			
C3227	Adoption of the West Berkshire District Council Housing Sites Allocation Development Plan Document	To identify future housing development sites within West Berkshire	C	01 April 2017		tbc		01/04/17 C				Bryan Lyttle	Environment	Planning and Housing			
GE3081	Internal Audit Plan 2017/18	To outline the proposed internal audit work programme for the next three years	GE	01 April 2017			12/04/17		24/04/17 GE			Ian Priestley	Resources	Corporate Services and External Affairs			
GE3082	External Audit Plan 2017-18	To provide Members with a copy of the External Audit Plan for 2017-18.	GE	01 April 2017			12/04/17		24/04/17 GE			Ian Priestley	Resources	Corporate Services and External Affairs			
GE3250	Risk Management	To provide a verbal report on any proposed changes to the way risk management is conducted in the Council.	GE	01 April 2017			12/04/17		24/04/17 GE			Ian Priestley	James Cole	Governance			
C3220	Changes to the Constitution - Speaking Rights and Call-in to Planning Committees	To propose changes to the speaking rights at planning committees, as well as the ability to call-in applications.	C	01 May 2017			12/04/17	09/05/17 C	24/04/17 GE			Robert Alexander	Resources	Planning and Housing		No	No
C3093	Amendments to the Constitution - Scheme of Delegation	To review and amend sections of the Scheme of Delegation in light of legislative changes and current practice.	C	01 May 2017			12/04/17	09/05/17 C	24/04/17 GE			Sarah Clarke	Resources	Leader, Strategy & Performance, Economic Growth			
C3154	Election of the Chairman for the Municipal Year 2017/18	To elect the Chairman for the 2017/18 Municipal Year	C	01 May 2017			28/04/17	09/05/17 C				Moira Fraser	Resources	Leader, Strategy & Performance, Economic Growth			
C3155	Appointment of Vice-Chairman for the Municipal Year 2017/18	To appoint the Vice-Chairman for the 2017/18 Municipal Year	C	01 May 2017			28/04/17	09/05/17 C				Moira Fraser	Resources	Leader, Strategy & Performance, Economic Growth			
C3156	Appointment of the Executive by the Leader of the Council for the 2017/18 Municipal Year	For the Leader of the Council to announce the composition of the Executive for the 2017/18 Municipal Year.	C	01 May 2017			28/04/17	09/05/17 C				Moira Fraser	Resources	Leader, Strategy & Performance, Economic Growth			

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C3157	Appointment of and Allocation of Seats on Committees for the 2017/18 Municipal Year	To allocate seats on the various Council Committees for the 2016/17Municipal Year.	C	01 May 2017			28/04/17	09/05/17 C				Moira Fraser	Resources	Leader, Strategy & Performance, Economic Growth			
C3083	Monitoring Officer's Quarterly Update Report to the Governance and Ethics Committee - 2016/17 Year End	To provide an update on local and national issues relating to ethical standards and to bring to the attention of the Committee any complaints or other problems within West Berkshire.	C	01 May 2017			12/04/17	09/05/17 C	24/04/17 GE			Sarah Clarke	Resources	Chairman of the Governance and Ethics Committee			
ID3233	West Berkshire Forward Plan – 07 June 2017 to 30 September 2017	To agree the Forward Plan for the next four months.	ID	01 May 2017		04/05/17	25/04/17					Moira Fraser	Resources	Leader of Council, Strategy & Performance, Economic Growth	Corporate Directors and Heads of Service		

NOTICE OF A PRIVATE MEETING OF A DECISION-MAKING BODY¹

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.

¹ 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 meeting² of a decision-making body, public notice³ 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 notice⁴ 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.

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.
16 February 2017	EX3195	Staffing implications associated with savings put forward to deliver the 2017/18 revenue budget: approval to pay redundancy payments (Strand 3)	To seek approval to make the redundancy payments associated with the required staffing implications associated with savings to deliver the 2017/18 revenue budget.	Executive	Councillor James Fredrickson Robert O'Reilly	Report and associated appendices	(Paragraph 1 - information relating to an individual) (Paragraph 2 - information identifying an individual)

Page 16

² 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.

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

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

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.
16 February 2017	EX3229	Berkshire Community Equipment Service Contract Award	To seek delegated authority for the Head of Service to award the contract for Berkshire Community Equipment Service from 1st April 2017	Executive	Councillor Rick Jones Trish Guest/ Karen Felgate	Report and associated appendices	(Paragraph 5 – information relating to legal privilege)
16 February 2017	EX3230	Contract Award - Complex Needs Service for Clients with a Learning Disability	To seek approval from the Executive to award a contract for the complex needs learning disability service at Blagden Close, Newbury	Executive	Councillor Rick Jone Karen Felgate	Report and associated appendices	Paragraph 3 - information relating to financial/business affairs of particular person)

Page 17

Andy Day
Head of Strategic Support
West Berkshire Council

Date: 12 January 2017

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Individual Executive Member Decision

Title of Report:	Appointment of Representatives on the West Berkshire Standing Advisory Council on Religious Education
Report to be considered by:	Individual Executive Member Decision
Date on which Decision is to be taken:	12 January 2017
Forward Plan Ref:	ID3190

Purpose of Report:

To recommend the appointment of Reverend David Taylor as a Free Church representative (Thatcham Baptist Church) on the West Berkshire Standing Advisory Council on Religious Education.

To recommend the appointment of Mrs Lucy Gallagher as a Catholic representative on the West Berkshire Standing Advisory Council on Religious Education.

Recommended Action:

To agree the appointment of Reverend David Taylor as a Free Church representative and Lucy Gallagher as a Catholic representative on the West Berkshire Standing Advisory Council on Religious Education.

Reason for decision to be taken:

To fill existing vacancies in Group A on the West Berkshire Standing Advisory Council on Religious Education.

Other options considered:

n/a

Key background documentation:

Education Act 1996

Portfolio Member Details	
Name & Telephone No.:	Councillor Lynne Doherty – 01635 35107
E-mail Address:	lynne.doherty@westberks.gov.uk

Contact Officer Details	
Name:	Jo Watt
Job Title:	Appeals Officer
Tel. No.:	01635 519458
E-mail Address:	jo.watt@westberks.gov.uk

Implications

Policy:	In accordance with Section 390 of the Education Act 1996 the SACRE currently requires
Financial:	n/a
Personnel:	n/a
Legal/Procurement:	n/a
Environmental:	n/a
Property:	n/a
Risk Management:	n/a
Equalities Impact Assessment:	The above communities would have a full quorum of representatives.

Consultation Responses

Members:

Leader of Council:	Councillor Roger Croft
Overview & Scrutiny Management Commission Chairman:	Councillor Emma Webster
Ward Members:	n/a
Opposition Spokesperson:	Councillor Mollie Lock
Local Stakeholders:	WBC SACRE:- Alison Harris, Independent Consultant
Officers Consulted:	n/a
Trade Union:	n/a

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

Supporting Information

1. Background

- 1.1 The Standing Advisory Council on Religious Education (SACRE) was established in accordance with Section 390 of the Education Act 1996 by West Berkshire District Council acting as the Local Education Authority.
- 1.2 The SACRE was established to set the RE syllabus, advise the Local Authority on matters connected with religious worship and advise on methods of teaching, the choice of materials used and the provision of training for teachers.

2. Nominations for membership of the West Berkshire SACRE

- 2.1 The standing Advisory Council on Religious Education comprises four groups each with a single vote to use when voting is necessary.
The four groups are:

Group A: Representatives of Christian denominations other than the Church of England and of other religions	Group B: Church of England representatives
Group C: One representative from each of the following teacher association: NUT, NAS/UWT, ATL, PAT. NAHT and ASCL	Group D Representatives of the local authority

- 2.2 The Local Authority is responsible for appointing members to each of these four groups. This is usually achieved by seeking nominations from each area. There are currently no representatives in Group A on the West Berkshire SACRE.
- 2.3 A nomination has been received for Rev David Taylor, Free Church representative from Thatcham Baptist Church. If appointed, Reverend Taylor would represent Group A on the West Berkshire SACRE. The nomination has been supported by the Deacons (Managing Trustees) of Thatcham Baptist Church. Following consultation no objections were received to this nomination.
- 2.4 A nomination has been received for Mrs Lucy Gallagher, Catholic representative. Mrs Gallagher's nomination has been supported by the Catholic Diocese of Portsmouth. Following consultation no objections were received to this nomination.
- 2.5 It is therefore proposed that these nominations be accepted.

Appendices

There are no appendices to this report.

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