

## WEST BERKSHIRE COUNCIL'S FORWARD PLAN 1 MAY 2024 - 31 AUGUST 2024

### The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

1. This document gives 28 clear days notice of key decisions which the Executive and Individual Executive Members or Officer expect to take.
2. The document is updated as required and is available to the public on the Council's website.
3. The Executive is made up of the Executive Leader, Deputy Leader and eight Executive Members with the following portfolios:

Leader of the Council and Executive Member for Strategy and Communications	Councillor Jeff Brooks
Deputy Leader and Executive Member for Planning and Housing	Councillor Denise Gaines
Finance and Resources	Councillor Iain Cottingham
Economic Development and Regeneration	Councillor Louise Sturgess
Adult Social Care and Public Health	Councillor Patrick Clark
Children and Family Services	Councillor Heather Codling
Culture, Leisure, Sport and Countryside	Councillor Nigel Foot
Environment and Highways	Councillor Stuart Gourley
Executive Member for Transformation and Corporate Programme	Councillor Vicky Poole
Public Safety and Community Engagement	Councillor Lee Dillon

4. Key decisions are those executive decisions which are likely to result in spending or savings which are "significant" in relation to the budget for the service or function in question, or in terms of the effect on communities living or working in two or more wards or electoral divisions. All contracts above £500,000 require a key decision in accordance with the Constitution.
5. The Regulations and the Council's Constitution provide for urgent key decisions to be made, even though they have not been included in this document in accordance with General Exception and Special Urgency provisions.

6. The Forward Plan will also contain details of intended review activity by the Overview and Scrutiny Management Commission and its Sub-Committee(s) or another body e.g. Task Group associated with the Overview and Scrutiny Management Commission.
7. Copies of the Council's Constitution and agenda and minutes for all meetings of the Council may be accessed on the Council's website.
8. For copies of reports or other documents, and for detailed information regarding specific issues to be considered by the Executive, individual Member or officer please contact the named Lead Officer for the item concerned.
9. For further details on the time of meetings and general information about the Plan please email [executivecycle@westberkshire.gov.uk](mailto:executivecycle@westberkshire.gov.uk) or by writing to the address below.

Publication Date: 1 May 2024

Nicola Thomas  
Service Lead  
Legal & Democratic Services  
West Berkshire Council, Council Offices  
Market Street  
Newbury  
RG14 5LD

Decision Due Date	Title	Purpose	Key Decision e.g. Yes/ No	Decision Maker e.g. Executive Individual Decision Officer decision	Consultation e.g. Members including shadow exec members	Background Papers (All Papers are available for inspection via the Lead Officer)	Lead Officer e.g report author	Report likely to be considered in private (i.e., it contains confidential or exempt information)
10 Apr 2024	Contract Award for Thatcham Memorial Fields - Flood Alleviation Scheme	For information - contract award following full tender process. Expected cost £1.3-£1.6m.	Yes	Jon Winstanley - Service Director			Vickie Collins	Open
2 May 2024	2024-25 Network Management Works Programme	To seek approval of the proposed Network Management Works Programme for 2024-25	Yes	Portfolio Holder: Planning and Housing			Neil Stacey	Open
2 May 2024	Proposed Allocation of the Household Support Fund April-October 2024	To propose a continuation of the programme and agree the allocations for the funding period.	Yes	Portfolio Holder: Planning and Housing			Sean Murphy	Open
16 May 2024	Bond Riverside programme update	To update and refresh the Bond Riverside regeneration programme to bring it into alignment with the position and	Yes	Executive			Sam Robins	Open

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		goals of the Council administration.						
16 May 2024	New Mental Health Fund 2024	To provide an update on the Surviving to Thriving fund. The report will outline a proposal to close the current fund and redirect the remaining funds to a new 'Let's Get Mindful' general mental health fund for adults and children	No	Executive			Rachel Johnson	Open
16 May 2024	Care Experienced as a Protected Characteristic		No	Executive			Dave Wraight	Open
16 May 2024	Standing item: Asset Disposal		Yes	Executive			Shannon Coleman-Slaughter	Open
16 May 2024	Hackney		Yes	Executive			Moir Fraser	Open

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	Carriage Tariffs - 2024							
16 May 2024	Armed Forces Covenant Update Report		Yes	Executive			Carolyn Richardson	Open
16 May 2024	Peer Review Report	To share the findings of the recent peer review.	No	Executive			Catalin Bogos	Open
16 May 2024	Review of CIL	To review how CIL exemptions are granted to householders, including approval of (1) a CIL Enforcement Policy and (2) an appeals process which could lead to reimbursement for those who were disqualified for exemption due to mistakes in their	Yes	Executive			Katharine Makant	Open

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		paperwork.						
21 Jun 2024	School Streets Francis Baily School - Experimental Traffic Order	To consider the responses received during statutory consultation.	No	Portfolio Holder: Planning and Housing			Gareth Dowding	Open
	Newbury Racecourse S106 Contribution Review	The Highway Authority will not seek further funding towards highway improvements to the A339/A343 junction from the Racecourse Development in accordance with the terms of the S106 agreement as detailed below	No	Jon Winstanley - Service Director			Jon Winstanley	Open
4 Jul 2024	Rights of Way Improvement Plan	To present the revised plan following public consultation.	Yes	Executive			Elaine Cox	Open
4 Jul 2024	Revenue Performance		Yes	Executive			Melanie Ellis	Open

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	Report Outturn 2023/24							
4 Jul 2024	2023/24 Performance Report Year End		No	Executive			Catalin Bogos	Open
4 Jul 2024	Capital Financing Performance Report Outturn 2023/24		Yes	Executive			Shannon Coleman-Slaughter	Open
4 Jul 2024	Productivity Plan		No	Executive			Gabrielle Mancini	Open
4 Jul 2024	Home to School Transport Policy		Yes	Executive			Gabrielle Mancini	Open
4 Jul 2024	CQC Inspection report	To share the findings of the recent CQC inspection.	Yes	Executive			Paul Coe	Open
4 Jul 2024	Market Failure		Yes	Executive			Karen Felgate	Open

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	Policy							
4 Jul 2024	Dunstan Park - land clawback	To seek to agree how to treat the clawback for the open space land at Dunstan Park, Thatcham.	No	Executive			Richard Turner	Open
4 Jul 2024	Contracts for Award Under Delegated Authority from Executive	To gain approval from Executive to delegate authority to an individual (Service Lead or Service Director) to proceed with contract awards with a value in excess of £2.5m	Yes	Executive			Liz Martin	Open
4 Jul 2024	Budgeting Approach - 2025 onwards	To set out to the Executive the process for the delivery of the 2025-26 budget papers	No	Executive			Melanie Ellis	Open
19 Sep 2024	Waste		Yes	Executive			Kofi Adu-	Open



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	Strategy						Gyamfi	
19 Sep 2024	2023/24 Performance Report Quarter Four	To highlight successes and where performance has fallen below the expected level, to present information on the remedial action taken, and the impact of that action.	Yes	Executive			Catalin Bogos	Open
19 Sep 2024	Revenue Financial Performance Report - Q1 of 2024/25	To inform Members of the latest financial performance of the Council.	Yes	Executive			Melanie Ellis	Open
19 Sep 2024	Capital Financial Performance Report - Q1 of 2024/25	To present the Q1 capital financial performance for Members to note.	Yes	Executive			Shannon Coleman-Slaughter	Open
19 Sep 2024	Future of Turnham's		No	Executive			Gabrielle Mancini	Open

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	Green							
19 Sep 2024	Customer Charter	To review and update the Council's customer charter.	No	Executive			Sarah Clarke	Open
19 Sep 2024	Corporate Accommodation Review		Yes	Executive			Gabrielle Mancini	Open
19 Sep 2024	2024/25 Performance Report Q1		Yes	Executive			Catalin Bogos	Open
19 Sep 2024	Blagden Close - Complex needs Supported Living	Contract Award	Yes	Executive			Rebecca Braithwaite	Fully exempt Information which is likely to reveal the identity of an individual.
19 Sep 2024	Shaw House Options		No	Executive			Gabrielle Mancini	Open
19 Sep 2024	Risk Management Strategy 2024-2027	To set out the overarching framework for managing risk at the Council,	Yes	Executive			Catalin Bogos	Open

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		the Council's risk appetite and the risk management objectives for the next three years.						
19 Sep 2024	Options for Shaw House		No	Executive			Gabrielle Mancini	Open
19 Sep 2024	Domestic Abuse Strategy 2023-27		Yes	Executive			Jade Wilder	Open
19 Sep 2024	SEND Strategy 2023-28	To seek approval of the SEND Strategy 2023-28 and authorisation for the strategy to be published.	Yes	Executive			Jane Seymour	Open
7 Nov 2024	Care Homes Contract Award		Yes	Executive			Gabrielle Mancini	Open
7 Nov 2024	Capital Financial Performance Report - Q2 of	To present the Q2 capital financial performance for	Yes	Executive			Shannon Coleman-Slaughter	Open

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	2024/25	Members to note.						
7 Nov 2024	Procurement activity annual report	To inform the Executive of the procurements undertaken by the Council over the past 12 months and the impact of the Social Value procurement policy.	Yes	Executive			Kate Pearson	Open
7 Nov 2024	Future of the Shared Partnership for the Public Protection Partnership	To fulfil the requirement of the IAA which is due to expire in January 2027, which requires the partner authorities to review the current arrangements and adopt any changes 2 years before the current	No	Executive			Sean Murphy	Open

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		arrangement expires.						
12 Dec 2024	Revenue Financial Performance Report - Q2 of 2024/25		Yes	Executive			Melanie Ellis	Open
12 Dec 2024	2024/25 Performance Report Q2		Yes	Executive			Catalin Bogos	Open
13 Feb 2025	Capital Financial Performance Report - Q3 of 2024/25	To present the Q3 capital financial performance for Members to note.	Yes	Executive			Shannon Coleman-Slaughter	Open
13 Feb 2025	Revenue Financial Performance Report - Q3 of 2024/25	To inform Members of the latest financial performance of the Council.	Yes	Executive			Melanie Ellis	Open
22 May 2025	2024/25 Performance Report Q3		Yes	Executive			Catalin Bogos	Open

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	Leisure Strategy Delivery Plan	To present the plan for implementing the Leisure Strategy.	Yes	Executive			Paul Martindill	Open
	Community Infrastructure Levy- Customer Journey Independent Review	Response to motion to Council March 2023 by Councillor Brooks	No	Executive			Bryan Lyttle	Open
	Joint Legal team (JLT) Review	To agree a revised Heads of Term Agreement and to delegate authority to the Service Lead, Legal and Democratic Services to finalise the same.	Yes	Executive			Leigh Hogan	Fully exempt Information relating to the financial or business affairs of any particular person (including the authority holding that information) Information which reveals that the authority

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								proposes to give under any enactment a notice under or by virtue of which requirements are imposed on a person Information which reveals that the authority proposes to make an order or direction under any enactment.
	LRIE lease acquisitions	To seek Executive sign-off to make an offer to buy-back the leases on plots 13U and 13T on the LRIE, subject to a satisfactory price being	Yes	Executive			Sam Robins	Open

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		agreed at negotiatuons which are currently underway with the leaseholders on the sites.						
	Review of Libraries Service	To evaluate the impact of the transformation of the library service which took place in 2017-18 and put forward any additional options for improving the service for residents.	Yes	Executive	Community Needs Assessment Stakeholder Surveys – volunteers, staff, service managers, hard to reach groups Public Survey including library users and non-users Parish and Town Council engagement sessions		Felicity Harrison	Open
	Parking Strategy 2023-2033	To consider and approve the West Berkshire	Yes	Executive			Ian Martinez	Open



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		Council Parking Strategy 2023-2033.						
	Contract Award report for West Point House Refurbishment Project	Contract value estimated to be £990k therefore included on the Forward Plan for information	No	Joseph Holmes - Executive Director			Vickie Collins	Open
	Kennet Valley Primary School SEMH Provision	Contract award report for the Kennet Valley expansion works following a full tender process. Contract value estimated at £1.8 million	Yes	Paul Coe - Executive Director			Vicky Pearce	Open
	Contract Award report for Mrs Blands Infant and Nursery School Heating Replacement	Contract award report for heating replacement works at Mrs Blands School following a full tender process. Contract value estimated at	Yes	AnnMarie Dodds - Executive Director			Vicky Pearce	Open

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		£500k.						