

Individual Executive Member Decision

Title of Report:	Burghfield Parish Plan
Report to be considered by:	Individual Executive Member Decision
Date on which Decision is to be taken:	9 th November 2012
Forward Plan Ref:	ID2434b

Purpose of Report: To seek adoption of the Burghfield Parish Plan by the Council.

Recommended Action: The Plan to be formally adopted by the Council as an important document.

Reason for decision to be taken: Formal adoption of Parish Plan

Other options considered: None

Key background documentation: Burghfield Parish Plan

Portfolio Member Details	
Name & Telephone No.:	Councillor Pamela Bale - Tel (0118) 9842980
E-mail Address:	pbale@westberks.gov.uk

Contact Officer Details	
Name:	Jo Naylor
Job Title:	Principal Policy Officer
Tel. No.:	01635 503019
E-mail Address:	jnaylor@westberks.gov.uk

Implications

Policy:	Parish Plans are an integral part of the 'Empowering People and Communities' aspect of the Council Strategy.
Financial:	There are no specific financial implications arising from this report at this stage. Any of the actions in the Parish Plan that have financial implications for services will need to be addressed as and when those actions are moved forward. If actions require additional resources these will be brought to Members for consideration in due course.
Personnel:	There are no personnel implications at this stage
Legal/Procurement:	There are no direct legal implications at this stage
Environmental:	Parish Plans often raise many local environmental issues and as such can play a very useful role in conserving and enhancing the environment at a very local level.
Property:	No specific property implications. Any property related matters within the action plan will be addressed by the relevant service as and when the action is moved forward by the community in conjunction with the Council.
Risk Management:	There are no direct risk management issues arising from the plan. As and when actions are moved forward any risk issues will be addressed by the relevant service area.
Equalities Impact Assessment:	The consultation carried out in support of the Parish Plan helps ensure that all people have an opportunity to have their views and concerns heard.

Consultation Responses

Members:	
Leader of Council:	Councillor Gordon Lundie
Overview & Scrutiny Management Commission Chairman:	Councillor Brian Bedwell
Ward Members:	Councillor Carol Jackson-Doerge and Royce Longton
Opposition Spokesperson:	Councillor Jeff Brooks
Local Stakeholders:	WBC, Safer Communities Partnership, Voluntary Sector
Officers Consulted:	Senior Management within WBC
Trade Union:	N/A

Is this item subject to call-in?	Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>
---	--	------------------------------

Supporting Information

1. Background

- 1.1 Since December 2008 Community Led Plans (or Parish Plans) have been formally endorsed by West Berkshire Council, via the Individual Decision process.
- 1.2 The endorsement of a Parish Plan means that the Council commits to working positively with the community to realise the vision set out in the plan. This means that the Council will give approval or sanction, where it can, actions that have the support of the community and have been included in the Parish Plan Action Plan. This is subject to the draft Action Plan having been circulated to the Council and its Partners by prior agreement and the actions discussed in consultation with the Principal Policy Officer for Community Planning.

Community Planning In West Berkshire

- 1.3 West Berkshire Council, working alongside other key partners such as the Community Council for Berkshire and the local community, has promoted the development of Community Planning across the District.
- 1.4 The Council's success in pushing forward this work has been recognised nationally; firstly through the award of Beacon Status for the local authority in 2006 as part of the "Empowering Communities Improving Rural Services" theme and subsequently through the successful joint local authorities bid to the national Beacon Peer mentoring fund, which the Council led, to further develop work in Community Planning.
- 1.5 Parish Plans are key documents that set out a vision for how a community wishes to develop in the future. They contain an action plan that will help to realise that vision. The original Burghfield Parish Plan was completed in 2003 this refreshed document now sets out the revised priorities for this community.
- 1.6 Parish Plans are developed through a wide ranging consultation process with the local community. This helps ensure that the resulting plan reflects the needs and aspirations of local people. The Plans are therefore an important source of intelligence about the views and concerns of the community as well as highlighting specific actions that communities wish to see taken in their areas. This information plays an important part in shaping both service planning and delivery across the Council but is increasingly being used to inform Council strategy and policy development.
- 1.7 The process by which Parish Plans are developed involves extensive liaison and engagement with service providers and statutory organisations, most especially the Council. This close involvement and dialogue helps ensure that officers are aware of the direction and aspirations of the community and can help develop meaningful and realistic actions.
- 1.8 This close engagement between the Council and the community at a very practical level helps to provide an excellent platform for improving relationships and communications between the local authority and the communities it serves.

- 1.9 A further benefit emerging from Community Planning is that it has helped bring communities and organisations together to focus on developing solutions to local problems, for example; joint working on environmental issues, such as noise from the M4; allotment provision; growing food locally and development of local business groups.
- 1.10 The attached refreshed Burghfield Parish Plan sets out the Parish aspirations and Action Plan for this community.
- 1.11 The action plan is built around the 5 themes of the sustainable community strategy. This provides an ideal focus for the plan and helps develop clear links between local activities and the overall strategic vision for the district.

2. Equalities Impact Assessment Outcomes

- 2.1 The refresh process has aimed to reach as many of the community as possible to encourage wide feedback on the issues raised within the questionnaire. The Action Plan will continue to identify the wide range of groups within the community, and will work with these in partnership for the benefit of all.

3. Recommendations

- 3.1 It is RECOMMENDED that the Plan be formally adopted by the Council as an important document.

Appendices

Appendix A – Equality Impact Assessment – Stage 1
Appendix B – Burghfield Parish Plan

APPENDIX A

Equality Impact Assessment – Stage One

Name of item being assessed:	Burghfield Parish Plan
Version and release date of item (if applicable):	9th November 2012 (release date same as Individual Decision date)
Owner of item being assessed:	Jo Naylor
Name of assessor:	Jo Naylor
Date of assessment:	22 nd October 2012

1. What are the main aims of the item?
To endorse the Burghfield Parish Plan

2. Note which groups may be affected by the item, consider how they may be affected 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; sexual orientation)

Group Affected	What might be the effect?	Information to support this.

Further comments relating to the item:
 The consultation carried out in support of the Parish Plan helps ensure that all people have an opportunity to have their views and concerns heard.

3. Result (please tick by double-clicking on relevant box and click on 'checked')
<input type="checkbox"/> High Relevance - This needs to undergo a Stage 2 Equality Impact Assessment
<input type="checkbox"/> Medium Relevance - This needs to undergo a Stage 2 Equality Impact Assessment
<input type="checkbox"/> Low Relevance - This needs to undergo a Stage 2 Equality Impact Assessment
<input checked="" type="checkbox"/> No Relevance - This does not need to undergo a Stage 2 Equality Impact Assessment

For items requiring a Stage 2 equality impact assessment, begin the planning of this now, referring to the equality impact assessment guidance and Stage 2 template.

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

Name: Jo Naylor

Date: 22 October 2012