

West Berkshire Council Forward Plan – December 2013 to March 2014

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
DECEMBER 2013											
C2729	Council Tax Reduction Scheme 2014/2015 <i>For each financial year, each billing authority must consider whether to revise its scheme or to replace it with another scheme.</i> <i>The authority must make any revision to its scheme, or any replacement scheme, no later than 31 January in the financial year preceding that for which the revision or replacement scheme is to have effect.</i>	C	12/12/13 C	Resources	Bill Blackett	Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property		05/12/13		Not subject to call-in	01 December 2013
C2726	Statement of Community Involvement <i>Development of the required documents which form part of the development plan for the West Berkshire Minerals and Waste Local Plan</i>	C	12/12/13 C	Environment	Bryan Lyttle	Planning, Transport (Policy), Culture, Customer Services, Countryside		Included in report going to full council on 19/09/13			01 December 2013
C2737	Revised Code of Conduct for Members (including a Social Media Protocol) <i>To agree any changes required to the Members Code of Conduct following the scheduled review by the Standards Committee and to consider the introduction of an associated social media protocol for Members..</i>	C	12/12/13 C 25/11/13 GA 14/10/13 SC	Resources	David Holling	Leader of Council		05/12/13	Standards Committee		01 December 2013

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C2593	Leisure Centres' Fees and Charges 2014 <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; to bring forward agreement of 2014 charges for Shaw House to come into effect from 1st January 2014.</i>	C	12/12/13 C	Environment	Chris Jones	Planning, Transport (Policy), Culture, Customer Services, Countryside		05/12/13	For Leisure Fees and Charges: members of the Joint Advisory Committees - i.e. Governing Bodies of Schools (for joint use sites), Town and Parish Councils plus leisure centre stakeholders.		01 December 2013
C2594	2014/15 West Berkshire Council Timetable of Public Meetings <i>To agree the timetable of public meetings for the year 2014/15.</i>	C	12/12/13 C	Resources	Moir Fraser	Leader of Council		05/12/13			01 December 2013
C2595	Adventure Dolphin Fees and Charges 2014/15 <i>To bring forward agreement on increases in fees and charges for the 2014/15 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	12/12/13 C	Environment	Chris Jones	Planning, Transport (Policy), Culture, Customer Services, Countryside		05/12/13	Stakeholders		01 December 2013

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ID2635	Adoption of Parish Plans/Neighbourhood Plans/Village Design Statements <i>To adopt Parish Plans/Neighbourhood Plans/Village Design Statements.</i>	ID	01/12/13	Resources/Environment	Jo Naylor/Bryan Lyttle/Paula Amorelli	Partnerships, Equality, Communities, Hungerford and Eastern Area Visions/Planning, Transport (Policy), Culture, Customer Services, Countryside		TBC	Local Members and Stakeholders		01 December 2013
C2672	Member Development Programme May 2014 – May 2016 <i>To agree the Member Development programme for the forthcoming Municipal Years.</i>	C	12/12/13 C	Resources	Jude Thomas / Jo Watt	Leader of Council		05/12/13			01 December 2013
C2592	Junior Citizen of the Year 2013	C	12/12/13 C	Resources	Jo Watt	Chairman of the Council					01 December 2013
C2728	Changes to the Constitution – Parts 4, 7 and 13 <i>To outline changes to the Constitution.</i>	C	12/12/13 C	Resources	Andy Walker/David Holling	Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property/Leader of Council					01 December 2013
C2756	Response to Motion on Potential Closure of Public Houses <i>To provide a response to the Motion raised at the September Council meeting pertaining to the action the Council could take in relation to the potential closure of public houses.</i>	C	12/12/13 C	Environment/Resources	Gary Lugg/Andy Day	Planning, Transport (Policy), Culture, Customer Services, Countryside					01 December 2013

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C2766	Licensing Act 2003 <i>To adopt the updated and amended Licensing Policy Statement as required by the Licensing Act 2003. Part 2.5.(1) (a) (b)</i>	C	12/12/13 C	Environment	Brian Leahy	Cleaner & Greener, Waste, Environmental Health, Trading Standards, Thatcham Vision					01 December 2013
EX2706	Staffing Implications associated with savings put forward to deliver the 2014/15 revenue budget. (Paragraph 1 - information relating to an individual) (Paragraph 2 - information identifying an individual) <i>To set out the staffing implications which are likely to result from the setting of the Council's 2014/15 revenue budget and to seek approval to make the redundancy payments associated with the required staffing implications</i>	EX	19/12/13 EX	Resources	Robert O'Reilly	Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property	Yes				01 December 2013
EX2647	Key Accountable Measures and Activities 2013/14. Update on progress: Q2 outturns <i>To report Quarter 2 progress against the key accountable measures and activities for West Berkshire Council for 2013/14 and to report by exception those measures/activities not achieved/expected to be achieved and cite remedial action that is being taken.</i>	EX	19/12/13 EX	Resources	Jason Teal	Strategy & Performance, Housing, ICT & Corporate Support, Legal and Strategic Support					01 December 2013

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EX2713	Appointment of a Partner Organisation for the Development of the London Road Industrial Estate (Paragraph 3 - information relating to financial/business affairs of particular person) <i>To appoint a preferred partner to take this project forward.</i>	EX	19/12/13 EX	Communities	Bill Bagnell	Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property	Yes				01 December 2013
EX2738	Changes to the Adoption Service in West Berkshire (Paragraph 1 – information pertaining to an individual); Paragraph 2 – information identifying an individual) <i>To explore the possible development of a Shared Adoption Service across the 6 Berkshire Local Authorities</i>	EX	19/12/13 EX	Communities	Sandra Dopson	Children and Young People, Youth Service, Education	Yes				01 December 2013
EX2767	West Berkshire Community Champion Award Scheme <i>To propose the introduction of a Community Champion Award Scheme which recognises the contribution volunteers make to West Berkshire.</i>	EX	19/12/13 EX	Resources	Andy Day	Partnerships, Equality, Communities, Hungerford and Eastern Area Visions					01 December 2013
EX2763	Duty to Co-operate: Memorandums of Understanding for Strategic Planning and Minerals and Waste <i>To inform Members that under the Localism Act 2011, Memorandums of Understanding have been drafted between the Berkshire authorities for both Strategic Planning and Minerals and Waste</i>	EX	19/12/13 EX	Environment	Liz Alexander	Planning, Transport (Policy), Culture, Customer Services, Countryside					01 December 2013

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ID2624	West Berkshire Forward Plan – 15 January 2014 to 31 May 2014 <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	12/12/13	Resources	Moira Fraser	Leader of Council		03/12/13	Corporate Directors, Heads of Services, Overview and Scrutiny Management Commission	Not subject to call-in	01 December 2013
ID2743	A4 Calcot Widening Improvements <i>To report the feedback from the consultation exercise and agree the final scheme design.</i>	ID	16/12/13	Environment	Jon Winstanley	Highways, Transport (Operations), Emergency Planning, Newbury Vision					01 December 2013
ID2752	Extension to 30mph speed limit on Aldworth Road, Compton <i>To consider the responses received during statutory consultation.</i>	ID	01/12/13	Environment	Andrew Garratt	Highways, Transport (Operations), Emergency Planning, Newbury Vision					01 December 2013
ID2765	Admissions Arrangements Consultation 2015-16 <i>To seek approval to consult on admission arrangements for 2015/16 (statutory requirement)</i>	ID	05/12/13	Communities	Vicky Pearce	Children and Young People, Youth Service, Education					01 December 2013
JANUARY 2014											
EX2730	Non-Domestic Rate Retention Calculations <i>To calculate and set the amount of the central and relevant precepting authorities shares of estimated non-domestic rate income for 2014/2015</i>	EX	16/01/14 EX	Resources	Bill Blackett	Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property			Internal consultees in Planning External consultation with developers		01 January 2014

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EX2731	Council Taxbase <i>To set the taxbase for tax setting purposes in accordance with statutory rules</i>	EX	16/01/14 EX	Resources	Bill Blackett	Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property			Internal consultees in Planning External consultation with developers		01 January 2014
EX2757	Local Enterprise Partnership Strategic Economic Plan <i>To adopt the plan in line with the other five Berkshire unitary authorities</i>	EX	16/01/14 EX	Resources	Andy Day	Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property					01 January 2014
ID2636	Adoption of Parish Plans/Neighbourhood Plans/Village Design Statements <i>To adopt Parish Plans/Neighbourhood Plans/Village Design Statements.</i>	ID	01/01/14	Resources/Environment	Jo Naylor/Bryan Lyttle/Paula Amorelli	Partnerships, Equality, Communities, Hungerford and Eastern Area Visions/Planning, Transport (Policy), Culture, Customer Services, Countryside		TBC	Local Members and Stakeholders		01 January 2014
ID2652	Equalities Annual Report <i>To set out our progress towards our published equality objectives. An annual report is required by law to be published each January.</i>	ID	01/01/14	Resources	Elaine Walker	Partnerships, Equality, Communities, Hungerford and Eastern Area Visions					01 January 2014

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ID2625	West Berkshire Forward Plan – 12 February 2014 to 30 June 2014 <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	16/01/14	Resources	Moira Fraser	Leader of Council		03/01/14	Corporate Directors, Heads of Services, Overview and Scrutiny Management Commission	Not subject to call-in	01 January 2014
ID2759	Climate Change Strategy & Action Plan <i>The Climate Change Strategy shapes a plan with our partners and local communities to address the causes and impacts of climate change.</i>	ID	16/01/14	Environment	Evangeline Wood	Cleaner & Greener, Waste, Environmental Health, Trading Standards, Thatcham Vision					01 January 2014
ID2760	Renewable Energy Strategy & Recommendations: A Renewable Energy Target for West Berkshire	ID	16/01/14	Environment	Evangeline Wood	Cleaner & Greener, Waste, Environmental Health, Trading Standards, Thatcham Vision					01 January 2014
SC2693	Standards Committee Report Quarter 3 of 2013/14 <i>To update the Standards Committee on activity over the past quarter.</i>	SC	13/01/14 SC	Resources	Moira Fraser	Chairman of the Standards Committee					01 January 2014

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EX2741	Voluntary Sector - Outcomes Based Prospectus <i>Executive to agree final prospectus.</i>	EX	13/02/14 EX	Communities	Tandra Forster	Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property			Full consultation: current service users, User Led Organisations, Staff, Members, Service Providers, general public		01 February 2014
EX2742	Charging for Supporting People Services <i>Executive to agree to introduced charges for Supporting People services in line with the Council's Fairer Contributions Policy.</i>	EX	13/02/14 EX	Communities	Tandra Forster	Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property		05/02/13	Existing and potential client base, interest groups, general public, Council staff, partners		01 February 2014
EX2670	Financial Performance Report - Q3 of 2013/14 <i>To inform Members of the latest financial performance of the Council.</i>	EX	13/02/14 EX	Resources	Melanie Ellis	Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property					01 February 2014

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ID2637	Adoption of Parish Plans/Neighbourhood Plans/Village Design Statements <i>To adopt Parish Plans/Neighbourhood Plans/Village Design Statements.</i>	ID	01/02/14	Resources/Environment	Jo Naylor/Bryan Lyttle/Paula Amorelli	Partnerships, Equality, Communities, Hungerford and Eastern Area Visions/Planning, Transport (Policy), Culture, Customer Services, Countryside		TBC	Local Members and Stakeholders		01 February 2014
ID2626	West Berkshire Forward Plan – 26 March 2014 to 31 July 2014 <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	20/02/14	Resources	Moir Fraser	Leader of Council		12/02/14	Corporate Directors, Heads of Services, Overview and Scrutiny Management Commission	Not subject to call-in	01 February 2014
MARCH 2014											
C2587	Community Infrastructure Levy - Adoption of Charging Schedule <i>To adopt the Charging Schedule for CIL</i>	C	04/03/14 C	Environment	Caroline Walsh	Planning, Transport (Policy), Culture, Customer Services, Countryside					01 March 2014
C2655	Borrowing Limits and Annual Investment Strategy 2014/15 <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	04/03/14 C	Resources	Gabrielle Esplin	Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property					01 March 2014

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C2656	Statutory Pay Policy Statement <i>To present a pay policy statement to be published from 1st April 2014 for approval</i>	C	04/03/14 C PC - Feb 2014	Resources	Jane Milone	Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property					01 March 2014
C2657	Health and Wellbeing Strategy <i>To adopt the West Berkshire Health and Wellbeing Strategy.</i>	C	04/03/14 C	Resources	Lesley Wyman	Health and Wellbeing, Community Safety					01 March 2014
EX2648	Key Accountable Measures and Activities 2013/14. Update on progress: Q3 outturns <i>To report Quarter 3 progress against the key accountable measures and activities for West Berkshire Council for 2013/14 and to report by exception those measures/activities not achieved/expected to be achieved and cite remedial action that is being taken.</i>	EX	27/03/14 EX	Resources	Jason Teal	Strategy & Performance, Housing, ICT & Corporate Support, Legal and Strategic Support					01 March 2014
ID2638	Adoption of Parish Plans/Neighbourhood Plans/Village Design Statements <i>To adopt Parish Plans/Neighbourhood Plans/Village Design Statements.</i>	ID	01/03/14	Resources/Environment	Jo Naylor/Bryan Lyttle/Paula Amorelli	Partnerships, Equality, Communities, Hungerford and Eastern Area Visions/Planning, Transport (Policy), Culture, Customer Services, Countryside		TBC	Local Members and Stakeholders		01 March 2014

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ID2627	West Berkshire Forward Plan – 01 May 2014 to 31 August 2014 <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	27/03/14	Resources	Moira Fraser	Leader of Council		19/03/14	Corporate Directors, Heads of Services, Overview and Scrutiny Management Commission	Not subject to call-in	01 March 2014
C2744	West Berkshire Council Strategy Refresh 2014-19 <i>To present the refreshed 2014-19 Council Strategy for adoption</i>	C	13/02/14 EX 04/03/14 C	Resources	Jason Teal	Strategy & Performance, Housing, ICT & Corporate Support, Legal and Strategic Support					01 March 2014
C2746	Capital Strategy and Programme 2014-2019 <i>To agree the Capital Strategy and Programme for the next five years.</i>	C	13/02/14 EX 04/03/14 C	Resources	Andy Walker	Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property					01 March 2014
C2747	Borrowing Limits and Annual Investment Strategy 2014/15 <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	13/02/14 EX 04/03/14 C	Resources	Andy Walker	Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property					01 March 2014

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C2748	Medium Term Financial Strategy (MTFS) 2014-17 <i>To agree the Council's Strategy for the coming years.</i>	C	13/02/14 EX 04/03/14 C	Resources	Andy Walker	Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property					01 March 2014
C2749	Revenue Budget: 2014/15 <i>To consider and recommend to Council the 2014-15 revenue budget.</i>	C	13/02/14 EX 04/03/14 C	Resources	Andy Walker	Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property					01 March 2014
C2762	Strategic Plan Refresh	C	13/02/14 EX 04/03/14 C	Resources	David Lowe	Strategy & Performance, Housing, ICT & Corporate Support, Legal and Strategic Support					01 March 2014
EX2764	West Berkshire Local Flood Risk Management Strategy <i>To approve the West Berkshire Local Flood Risk Management Strategy</i>	EX	27/03/14 EX OSMC - 25/02/14	Environment	Jon Winstanley	Highways, Transport (Operations), Emergency Planning, Newbury Vision					01 March 2014

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