

West Berkshire Council Forward Plan – 18 December 2013 to 30 April 2014

| Reference | Decision and Purpose | Decision Body | Decision Path | Directorate | Contact | Lead Member (Porfolio Holder for . . .) | Part II | Date Report Published | Consultee(s) | Notes | Decision Month |
|----------------------|--|---------------|---------------|-------------|-----------------|---|---------|-----------------------|--------------|-------|------------------|
| DECEMBER 2013 | | | | | | | | | | | |
| EX2732 | The Former Control Tower, Greenham Common (Paragraph 3 – information relating to financial/business affairs of particular person) (Paragraph 5 – information relating to legal privilege) | EX | 19/12/13 EX | Resources | Amanda Dennis | Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property | 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 |
| 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 |

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| 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 |
| 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 |
| EX2769 | Delegation of Procurement Function for Public Health <i>To agree the delegation of procurement functions in respect of public health contracts to the Director Of Public Health to facilitate joint procurement of such contracts by the six Berkshire Unitary authorities.</i> | EX | 19/12/13 EX | Resources | David Holling | Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property | | | | | 01 December 2013 |

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| EX2773 | Review of Animal Wardens and Pest Control Services (Paragraph 3 - information relating to financial/business affairs of a particular person) <i>To consider the opportunity to join together multiple animal warden and pest control services with neighbouring authorities.</i> | EX | 19/12/13 EX | Environment | Paul Anstey | Cleaner & Greener, Waste, Environmental Health, Trading Standards, Thatcham Vision | Yes | | Staff who currently work in the animal warden and pest control services will be notified and consulted should the process conclude that an outsourced option be considered appropriate. | | 01 December 2013 |
| ID2750 | Representatives' Acceptable Behaviour Policy <i>To obtain approval for the draft representatives' acceptable behaviour policy.</i> | ID | 01/12/13 | Resources | David Lowe | Strategy & Performance, Housing, ICT & Corporate Support, Legal and Strategic Support | | | | | 01 December 2013 |
| ID2727 | Annual Monitoring Report <i>Development of the required documents which form part of the development plan for the West Berkshire Minerals and Waste Local Plan</i> | ID | 01/12/13 | Environment | Bryan Lyttle | Planning, Transport (Policy), Culture, Customer Services, Countryside | | | | | 01 December 2013 |
| 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 |

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| 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 | | | Statutory consultees, general public, Parish Council and Ward members. | | 01 December 2013 |
| ID2772 | Environmental Crime Enforcement Strategy 2014/16 <i>To set out the Council's approach to enforcement of those measures aimed at reducing harm to the environment at a local level. To seek approval for the Strategy.</i> | ID | 19/12/13 | Environment | Sean Murphy | Cleaner & Greener, Waste, Environmental Health, Trading Standards, Thatcham Vision | | | | | 01 December 2013 |
| ID2739 | Automatic Fire Suppression Systems – Policy <i>To present the proposed formal policy document and guidance document related to Automatic Fire Suppression systems.</i> | ID | 19/12/13 | Communities | Richard Turner | Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property | | | | | 01 December 2013 |
| JANUARY 2014 | | | | | | | | | | | |
| EX2730 | Non-Domestic Rate Retention Calculations <i>To calculate and set the amount of the central and relevant precepting authority's 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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| 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 | 16/01/14 EX | Communities | Sandra Dopson | Children and Young People, Youth Service, Education | Yes | | Five other Berkshire Unitaries | | 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 | | 08/01/14 | | | 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 |
| 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 |

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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 |
| 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 |
| PC2774 | Review of Council Policy for Recognising Continuous Service for Employees Transferring from Academies | PC | 15/01/14 PC | Resources | Jane Milone | Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property | | | | | 01 January 2014 |
| PC2753 | Update on Apprentices | PC | 15/01/14 PC | Resources | Robert O'Reilly | Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property | | | | | 01 January 2014 |

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| FEBRUARY 2014 | | | | | | | | | | | |
| 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 | 13/02/14 EX | Communities | Bill Bagnell | Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property | Yes | | | | 01 February 2014 |
| 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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| GA2559 | Review of the Council's Anti-Bribery Policy <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> | GA | 10/02/14 GA | Resources | Ian Priestley | Finance, Economic Development, Health & Safety, Human Resources, Pensions, Property | | | | | 01 February 2014 |
| 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 | Moira 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 | | | | | | | | | | | |
| 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 |

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| 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 |
| 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 |

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| 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 |
| 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 |
| 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 |
| C2770 | Changes to the Constitution - Scheme of Delegation <i>To amend the Scheme of Delegation in line with relevant changes to legislation</i> | C | 04/03/14 C 10/02/14 GA | Resources | David Holling | Chairman of the Governance and Audit Committee | | | | | 01 March 2014 |
| C2771 | Changes to the Constitution - Part 13 Codes and protocols <i>To amend a number of the appendices to the Codes and protocols</i> | C | 04/03/14 C 10/02/14 GA | Resources | David Holling | Chairman of the Governance and Audit Committee | | | | | 01 March 2014 |

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| 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 |
| 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 |
| APRIL 2014 | | | | | | | | | | | |
| ID2639 | Adoption of Parish Plans/Neighbourhood Plans/Village Design Statements <i>To adopt Parish Plans/Neighbourhood Plans/Village Design Statements.</i> | ID | 01/04/14 | 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 April 2014 |

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| ID2759 | Climate Change Strategy & Action Plan The Climate Change Strategy shapes a plan with our partners and local communities to address the causes and impacts of climate change. | ID | 01/04/14 | Environment | Evangeline Wood | Cleaner and Greener, Waste, Environmental Health, Trading Standards and Thatcham Vision | | | LSP 'Greener Sub-Partnership', including Cllrs D. Boeck and R. Longton. AWE (Member of the Greener Sub-Partnership) Environment Agency (Member of the Greener Sub-Partnership) Newbury Friends of The Earth (Member of the Greener Sub-Partnership) Newbury Town Council (Sustainable Newbury) West Berkshire Council – Planning Policy North Wessex Downs AONB Sovereign / Vale Housing West Berkshire Council employees West Berkshire Residents West Berkshire Green Exchange (Member of the Greener Sub-Partnership) | | 01 April 2014 |

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| ID2760 | Renewable Energy Strategy & Recommendations: A Renewable Energy Target for West Berkshire The Renewable Energy Strategy sets out what may be possible in West Berkshire, considering various constraints and possibilities. The accompanying recommendations report, sets out what is recommended for a renewable energy target, considering these constraints. | ID | 01/04/14 | Environment | Evangelina Wood | Cleaver abd Greener, Waste, Environmental Health, Trading Standards and Thatcham Vision | | | LSP 'Greener Sub-Partnership', including Cllrs D. Boeck and R. Longton. AWE (Member of the Greener Sub-Partnership) Environment Agency (Member of the Greener Sub-Partnership) Newbury Friends of The Earth (Member of the Greener Sub-Partnership) Newbury Town Council (Sustainable Newbury) West Berkshire Council – Planning Policy North Wessex Downs AONB Sovereign / Vale Housing West Berkshire Council employees West Berkshire Residents West Berkshire Green Exchange (Member of the Greener Sub-Partnership) | | 01 April 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 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.**

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