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West Berkshire Council Forward Plan  
30 August 2017-30 November 2017

The items included in the Forward Plan were correct at the time of publication. The Forward Plan may however change and you are asked to contact Moira Fraser – Tel (01635) 519045 or email: moira.fraser@westberks.gov.uk to confirm the contents of any meeting agenda before attending. 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
ID3293	Approval of Community Plans	To agree any Community Plans which have been presented.	ID	01 August 2017		01/08/17	tbc					Jo Naylor	Resources	Community Resilience & Partnerships			
ID3321	Parking scheme - Consolidation Order Amendment 25	To consider the responses received during statutory consultation	ID	01 August 2017		01/08/17	tbc					Alex Drysdale	Transport and Countryside	Highways & Transport			
PC3214	Remuneration for Election Roles	To consider the remuneration offered for various roles associated with elections.	PC	01 August 2017							tbc	Moira Fraser	Resources	Corporate Services		No	Yes
C3310	Appointment of the Independent Remuneration Panel	To agree the membership and scope of the IRP.	C	01 September 2017			06/09/17	14/09/17 C				Moira Fraser	Resources	Leader of the Council			
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 September 2017			11/08/17	14/09/17 C	21/08/17 GE			Sarah Clarke	Resources	Leader of the Council, Strategy		No	No
C3192	Changes to the Constitution	To make amendments to the Constitution.	C	01 September 2017				14/09/17 C	TBC			Moira Fraser	Resources				
C3373	Market Street Development Newbury	Consideration of the appropriation of land under the Development Agreement (s.203 of the Housing and Planning Act 2016)	C	01 September 2017			06/09/17	14/09/17 C				Bill Bagnell	Resources	Deputy Leader, Planning, Housing & Leisure		No	No
C3361	New Arrangments for Appeals Panel	To propose an increase in the number of Members on an Appeals Panel from three to four and to remove the requirement for a substitute.	C	01 September 2017			06/09/17	14/09/17 C	21/08/17 GE			Moira Fraser	Resources	Leader of the Council, Strategy	Corporate Directors and Heads of Service		
EX3338	Annual Report (Performance)	To present the Council's Annual Performance Report to the Executive.	EX	01 September 2017	07/09/17 EX		11/08/17					Catalin Bogos	Resources	Leader of the Council, Strategy			
EX3180	Key Accountable Performance 2017/18: Quarter One	To report quarter one outturns against the Key Accountable Measures contained in the 2017/18 Council Performance Framework and any additional performance intelligence.	EX	01 September 2017	07/09/17 EX		30/08/17					Catalin Bogos	Resources	Leader of the Council, Strategy			
EX3272	Legal Shared Service	The purpose of this report is to seek an 'in principle' decision to consider a shared service for Legal Services.	EX	01 September 2017	07/09/17 EX		30/08/17					Sarah Clarke	Resources	Corporate Services		No	Yes
EX3303	Financial Performance Report 2017/18 - Quarter One	To inform Members of the latest financial performance of the Council.	EX	01 September 2017	07/09/17 EX		30/08/17					Melanie Ellis	Resources	Finance, Transformation and Economic Development		No	Yes
EX3358	Treasury Management Annual Report 2016-17	To report to Executive on treasury management activity and performance for the previous year in line with the Code of Practice for Treasury Management in the Public Services	EX	01 September 2017	07/09/17 EX		30/08/17					Gabrielle Esplin	Resources	Finance, Transformation and Economic Development			
EX3341	Proposed Property Investment (Paragraph 3 - information relating to financial/business affairs of particular person)	To agree to the potential purchase of a property which does not conform with the criteria of the Property Investment Strategy	EX	01 September 2017	07/09/17 EX		30/08/17					Richard Turner	Communities	Leader of the Council		Yes	No
EX3371	The transfer of the leasehold of the Hungerford Library building to Hungerford Town Council	To transfer the leasehold.	EX	01 September 2017	07/09/17 EX		30/08/17					Paul James	Environment	Culture and Environment			

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ID3236	West Berkshire Forward Plan – 10 October 2017 to 31 December 2017	To agree the Forward Plan for the next four months.	ID	01 September 2017		07/09/17	30/08/17					Moira Fraser	Resources	Leader of the Council, Strategy	Corporate Directors and Heads of Service		
ID3294	Approval of Community Plans	To agree any Community Plans which have been presented.	ID	01 September 2017		01/09/17	tbc					Jo Naylor	Resources	Community Resilience & Partnerships			
ID3357	Petition – Proposed Closure of Queens Road Newbury	To respond to a petition presented to the council	ID	01 September 2017		14/09/17	06/09/17					Glyn Davis	Environment	Highways & Transport			
ID3362	Community Care (Adult Social Care) Compliments and Complaints Report	For information.	ID	01 September 2017		01/09/17	tbc					Mary Page	Communities	Adult Social Care			
ID3363	Children and Family Services Annual Complaints Report	For information.	ID	01 September 2017		01/09/17	tbc					Rachel Brickman	Communities	Children, Education & Young People			
PP3320	Air Quality Action Plan	To agree the Air Quality Action Plan outlining measures for improving air quality within the Air Quality Management Areas declared for the Twyford and Wokingham Town Centres	PP	01 September 2017							19/09/17 JPPC	Sean Murphy	Environment	Community Resilience & Partnerships			
EX3298	Insurance Retender 2017	The Council is putting all of its insurance arrangements out to re tender, with new contracts needing to be in place by 1st November 2017. The decision to award the contracts is reserved to the Executive, as a “key” decision. However, the tender process will be complex, and time to perform the evaluation of the tenders will be limited, eg it is likely that we will need to seek clarification from the insurance companies. It will therefore be difficult to meet the deadlines set by the meetings of the Executive. Therefore this report seeks delegated authority for the Heads of Finance and Legal and the Portfolio Holder to award the contract(s).	EX	01 October 2017	19/10/17 EX		11/10/17					Ian Priestley	Resources	Corporate Services		No	
EX3342	Proposed Property Investment (Paragraph 3 - information relating to financial/business affairs of particular person)	To agree to the potential purchase of a property which does not conform with the criteria of the Property Investment Strategy	EX	01 October 2017	19/10/17 EX		11/10/17					Richard Turner	Communities	Leader of the Council		Yes	No
ID3322	Parking scheme - Consolidation Order Amendment 26	To consider the responses received during statutory consultation	ID	01 October 2017		01/10/17	tbc					Alex Drysdale	Transport and Countryside	Highways & Transport			
ID3237	West Berkshire Forward Plan – 14 November 2017 to 31 January 2018	To agree the Forward Plan for the next four months.	ID	01 October 2017		12/10/17	04/10/17					Moira Fraser	Resources	Leader of the Council, Strategy	Corporate Directors and Heads of Service		
ID3295	Approval of Community Plans	To agree any Community Plans which have been presented.	ID	01 October 2017		01/10/17	tbc					Jo Naylor	Resources	Community Resilience & Partnerships			
ID3374	A4 Newbury to Calcot Cycle Improvements (Phase 1)	To inform the Executive Member for Highways and Transport of responses received during public consultation on a highway improvement scheme and agree a course of action.	ID	01 October 2017		18/10/17	10/10/17					Neil Stacey	Environment	Highways & Transport			

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EX3343	Proposed Property Investment (Paragraph 3 - information relating to financial/business affairs of particular person)	To agree to the potential purchase of a property which does not conform with the criteria of the Property Investment Strategy	EX	01 November 2017	23/11/17 EX		15/11/17					Richard Turner	Communities	Leader of the Council		Yes	No
EX3372	The transfer of the freehold of the Corn Exchange to the Corn Exchange (Newbury) Trust	To transfer the freehold.	EX	01 November 2017	23/11/17 EX		15/11/17					Paul James	Environment	Culture and Environment			
GE3370	Risk Management - Review for Governance and Ethics Committee	At the meeting of the G&E Committee on the 23rd November 2015 Councillor James Cole, commenting on a report outlining the Council's risk management approach, raised some reservations about the approach taken by the Council. The committee asked Councillor James Cole to review the Council's approach to risk management and report back to the committee in due course. This report outlines the results of that review and makes a number of recommendations for improving the Council's risk management arrangements.	GE	01 November 2017					27/11/17 GE			Ian Priestley	Resources	Corporate Services			
GE3256	Update on Ethical Matters - Quarter 2 of 2017/18	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.	GE	01 November 2017			17/11/17		27/11/17 GE			Sarah Clarke	Resources	Chairman of Governance and Ethics			
GE3257	Financial Statements 2016/17 - Annual Audit Letter	To provide Members with the Final Annual Audit Letter 2015/16 from KPMG, this audit letter summarises the outcome from their audit work at West Berkshire Council in relation to the 2015/16 audit year.	GE	01 November 2017			17/11/17		27/11/17 GE			Lesley Flannigan	Resources	Finance, Transformation and Economic Development			
GE3270	Outcome of the External Review of Internal Audit	To provide members with the results of the external review of internal audit and seek comments on any proposed actions.	GE	01 November 2017			17/11/17		27/11/17 GE			Ian Priestley	Resources	Corporate Services			
ID3238	West Berkshire Forward Plan – 12 December 2017 to 28 February 2018	To agree the Forward Plan for the next four months.	ID	01 November 2017		09/11/17	01/11/17					Moira Fraser	Resources	Leader of the Council, Strategy	Corporate Directors and Heads of Service		
ID3239	West Berkshire Forward Plan – 05 January 2018 to 31 March 2018	To agree the Forward Plan for the next four months.	ID	01 November 2017		30/11/17	22/11/17					Moira Fraser	Resources	Leader of the Council, Strategy	Corporate Directors and Heads of Service		
ID3296	Approval of Community Plans	To agree any Community Plans which have been presented.	ID	01 November 2017		01/11/17	tbc					Jo Naylor	Resources	Community Resilience & Partnerships			