

**West Berkshire Council Forward Plan
13 November 2018 - 28 February 2019**

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DOD= Delegated Officer Decision
EX= Executive
GE= Governance and Ethics Committee
ID= Individual Decision
PC= Personnel Committee
PP= Joint Public Protection Committee

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
EX3607	Devolution	To determine plans for devolution to Parish and Town Councils.	EX	01 November 2018	22/11/18 EX		14/11/18					Jo Naylor	Resources	Community Resilience and Partnerships		No	Yes
EX3584	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 2018	22/11/18 EX		14/11/18					Richard Turner	Communities	Finance, Transformation and Property		Yes	No
GE3360	Financial Statements 2017/18 - Annual Audit Letter	To provide Members with the Final Annual Audit Letter 2017/18 from external auditor. The audit letter summarises the outcome from their audit work at West Berkshire Council in relation to the 2017/18 audit year.	GE	01 November 2018			16/11/18		26/11/18 GE			Lesley Flannigan	Resources	Finance, Transformation and Property			
GE3628	Internal Audit – Interim Report 2018-19	To update the Committee on the outcome of internal audit work	GE	01 November 2018			16/11/18		26/11/18 GE			Julie Gilhespy	Resources	Corporate Services			
GE3639	Risk Management Update Report Q2 2018/19	To provide an update with progress.	GE	01 November 2018			16/11/18		04/02/19 GE			Catalin Bogos	Resources	Corporate Services			
GE3650	Governance of the Code of Conduct Regime	To consider the governance arrangements around Standards complaints.	GE	01 November 2018					26/11/18 GE			Sarah Clarke	Resources	Corporate Services			
GE3661	External Auditors - Audit Progress Report and Sector Update	The purpose of the report is to provide the Governance and Ethics Committee with a progress report by the external auditors on how they were delivering their responsibilities.	GE	01 November 2018			16/11/18		26/11/18 GE			Lesley Flannigan	Resources	Chairman of Governance and Ethics Committee			
ID3447	West Berkshire Council Forward Plan – 11 December 2018 to 31 March 2019	To agree the Forward Plan for the next four months.	ID	01 November 2018		08/11/18	31/10/18					Moira Fraser	Resources	Leader of the Council, Strategy	Corporate Directors and Heads of Service	No	No
ID3448	West Berkshire Council Forward Plan – 4 January 2019 to 30 April 2019	To agree the Forward Plan for the next four months.	ID	01 November 2018		29/11/18	21/11/18					Moira Fraser	Resources	Leader of the Council, Strategy	Corporate Directors and Heads of Service	No	No
ID3656	Refresh of the Procurement Strategy	Sign off Strategy for publication on intranet	ID	01 November 2018		01/11/18	tbc					Karen Felgate	Resources	Adult Social Care		No	No
C3417	New Greenham Park Local Development Order	To adopt a Local Development Order at Greenham Business Park. A Local Development Order is a "simplified planning zone " which seeks to expedite certain types of new employment uses at New Greenham Park without the express need for planning permission to be sought in advance.	C	01 December 2018			28/11/18	06/12/18 C			20/04/18 PAG	Michael Butler	Environment	Planning, Housing and Waste		No	n/a
C3430	Gambling Policy	To make any amendments to the Council's Gambling Policy arising from the recent consultation and any legislative changes	C	01 December 2018			28/11/18	06/12/18 C			November Licensing	Charlie Fletcher	Environment	Community Resilience & Partnerships		No	No
C3431	Licensing Policy	To make any amendments to the Council's Licensing Policy arising from the recent consultation and any legislative changes	C	01 December 2018			28/11/18	06/12/18 C			November Licensing	Charlie Fletcher	Environment	Community Resilience & Partnerships		No	No
C3260	Amendments to the Constitution	To review and amend sections of the Scheme of Delegation in light of legislative changes and current practice.	C	01 December 2018			05/09/18	06/12/18 C	tbc			Sarah Clarke	Resources	Corporate Services		No	No
C3632	Proposed Member Development Programme - 2019/20	To agree the proposed Member Development Programme for 2019/20.	C	01 December 2018			28/11/18	06/12/18 C				Moira Fraser	Resources	Leader of the Council, Strategy		No	No
C3658	2019/20 West Berkshire Council Timetable of Public Meetings	To recommend a timetable of meetings for the 2019/20 Municipal Year.	C	01 December 2018			28/11/18	06/12/18 C				Moira Fraser	Resources	Leader of the Council		No	No
C3215	SACRE Annual Report	To provide Members with the Annual Report of the Standing Advisory Council on Religious Education (SACRE).	C	01 December 2018			28/11/18	06/12/18 C				Moira Fraser	Resources	Children, Education & Young People		No	No
C3428	Polling Places and Polling District Review 2018		C	01 December 2018			28/11/18	06/12/18 C				Phil Runacres	Resources	Corporate Services		No	No
C3657	Leisure Centre Fees and Charges 2019	To implement the contractual requirement for an annual price review for 2019 for the leisure contractor to come into effect from 1st January 2019.	C	01 December 2018			28/11/18	06/12/18 C				Jim Sweeting	Economy and Environment	Health and Wellbeing, Leisure and Culture		No	No

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C3660	Sustainable Drainage Systems (SuDS) Supplementary Planning Document (SPD)	To consider adoption of the SuDS SPD	C	01 December 2018			28/11/18	06/12/18 C				Laila Bassett	Economy and Environment	Planning, Housing and Waste			No
C3659	Presentation of the West Berkshire Community Champion Awards	The Chairman will present the following Community Champion awards for 2018: •The Pat Eastop MBE Junior Citizen of the Year Award, •Volunteer of the Year •Community Group of the Year •Lifetime Achievement Award	C	01 December 2018				06/12/18 C				Moira Fraser	Resources	Chairman of Council			No
EX3649	Devolution of Playgrounds to Thatcham Town Council	To consider Thatcham Town Council's (TTC) devolution proposal for the freehold transfer, and all future	EX	01 December 2018	20/12/18 EX		12/12/18				16/10/18 AMG	Paul Hendry	Environment	Planning, Housing and Waste		Yes	
EX3562	Revenue Financial Performance Report - Q2 of 2018/19	To inform Members of the latest financial performance of the Council.	EX	01 December 2018	20/12/18 EX		14/11/18					Melanie Ellis	Resources	Finance, Transformation and Property			
EX3592	Capital Financial Performance Report - Q2 of 2018/19	To inform Members of the latest financial performance of the Council.	EX	01 December 2018	20/12/18 EX		14/11/18					Shannon Coleman-Slaughter	Resources	Finance, Transformation and Property			
EX3608	Devolution	To determine plans for devolution to Parish and Town Councils.	EX	01 December 2018	20/12/18 EX							Jo Naylor	Resources	Community Resilience and Partnerships			No Yes
EX3585	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	EX	01 December 2018	20/12/18 EX		12/12/18					Richard Turner	Communities	Finance, Transformation and Property		Yes	No
EX3655	Response to Council Motion on Unauthorised Encampments	To provide a response to the Motion asking the Council to assess the susceptibility of each of its green areas in towns and villages to unauthorised encampments presented to the	EX	01 December 2018	20/12/18 EX		12/12/18					Paul Hendry	Economy and Environment	Highways, Transport, Environment and Countryside			
EX3662	GP Public Health Enhanced Services Contract	To discuss an exception report.	EX	01 December 2018	20/12/18 EX		12/12/18					Edward Clintworth	Resources	Health and Wellbeing		Yes	Yes
	Implementation of External Review	To approve the agreed Action Plan following the External Review of the Service	PP	01 December 2018							11/12/18 JPPC	Sean Murphy Sean.Murphy@westberks.gov.uk	Economy and Environment	Cllr Iain McCracken - Bracknell Forest District Council	JMB	No	No
	Performance Report	Quarter 2 Performance	PP	01 December 2018							11/12/18 JPPC	Anna Smy anna.smy@westberks.gov.uk	Economy and Environment	Cllr Iain McCracken - Bracknell Forest District Council	JMB	No	No
	Operational Delegation of Work	To approve the operational activities of the PPP.	PP	01 December 2018							11/12/18 JPPC	Sean Murphy Sean.Murphy@westberks.gov.uk	Economy and Environment	Cllr Iain McCracken - Bracknell Forest District Council	JMB	No	No
EX3609	Devolution	To determine plans for devolution to Parish and Town Councils.	EX	01 January 2019	17/01/19 EX							Jo Naylor	Resources	Community Resilience and Partnerships			No Yes
EX3586	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	EX	01 January 2019	17/01/19 EX		09/01/19					Richard Turner	Communities	Finance, Transformation and Property		Yes	No
ID3449	West Berkshire Council Forward Plan – 5 February 2019 to 31 May 2019	To agree the Forward Plan for the next four months.	ID	01 January 2019		03/01/19	21/12/18					Moira Fraser	Resources	Leader of the Council, Strategy	Corporate Directors and Heads of Service	No	No
	Joint Public Protection Committee	To consider the effectiveness of the Public Protection Shared Service and the process for setting fees and charges.	OSMC	01 January 2019			07/01/19			15/01/19		Sean Murphy	Economy and Environment	Community Resilience and Partnerships			
EX3563	Revenue Financial Performance Report - Q3 of 2018/19	To inform Members of the latest financial performance of the Council.	EX	01 February 2019	14/02/19 EX		06/02/19					Melanie Ellis	Resources	Finance, Transformation and Property			
EX3593	Capital Financial Performance Report - Q3 of 2018/19	To inform Members of the latest financial performance of the Council.	EX	01 February 2019	14/02/19 EX		06/02/19					Shannon Coleman-Slaughter	Resources	Finance, Transformation and Property			
EX3610	Devolution	To determine plans for devolution to Parish and Town Councils.	EX	01 February 2019	14/02/19 EX							Jo Naylor	Resources	Community Resilience and Partnerships			No Yes
EX3587	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	EX	01 February 2019	14/02/19 EX		06/02/19					Richard Turner	Communities	Finance, Transformation and Property		Yes	No
C3405	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.	GE	01 February 2019				05/03/19 C	04/02/19 GE			Sarah Clarke	Resources	Corporate Services			
GE3406	Internal Audit – Interim Report 2018-		GE	01 February 2019					04/02/19 GE			Julie Gillhespy	Resources	Corporate Services			
ID3450	West Berkshire Council Forward Plan – 19 March 2019 to 30 June 2019	To agree the Forward Plan for the next four months.	ID	01 February 2019		14/02/19	06/02/19					Moira Fraser	Resources	Leader of the Council, Strategy	Corporate Directors and Heads of Service	No	No