

**West Berkshire Council Forward Plan
5 February 2019 - 31 May 2019**

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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
DOD3678	Additional Leave Procedure	To seek approval for minor amendments to the additional leave procedure.	DOD	01 February 2019							DOD 05/02/19	Katie Penlington	Resources	Corporate Services			
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		No	Yes
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		No	Yes
EX3655	Protection of Land - 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 September Council meeting.	EX	01 February 2019	14/02/19 EX		06/02/2019					Paul Hendry	Economy and Environment	Highways, Transport, Environment and Countryside		No	Yes
EX3674	West Berkshire Data Sharing Strategy	To explore how we might better exploit our data.	EX	01 February 2019	14/02/19 EX		06/02/19					Gabrielle Mancini	Environment	Planning, Housing and Waste			
EX3681	School Funding Formula 2019/20	The Council's Executive must agree on an annual basis the school funding formula for primary and secondary schools. This report sets out the proposal for financial year 2018/19.	EX	01 February 2019	14/02/19 EX		06/02/19					Melanie Ellis	Resources	Children, Education & Young People		No	No
EX3677	Business Rates Discretionary Rate Relief Policy	To update the approach for awarding the new 2017 Discretionary Rate Relief for	EX	01 February 2019	14/02/19 EX		06/02/19					Iain Bell	Resources	Corporate Services			
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 Strategy	EX	01 February 2019	14/02/19 EX		06/02/19					Richard Turner	Communities	Finance, Transformation and Property		Yes	No
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
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.	C	01 March 2019			25/01/19	05/03/19 C	04/02/19 GE			Sarah Clarke	Resources	Corporate Services		No	No
C3613	Investment and Borrowing Strategy 2019/20	In compliance with the Local Government Act 2003, this report summarises the Council's Borrowing Limits as set out by	C	01 March 2019	14/02/19 EX		26/02/19	05/03/19 C				Gabrielle Esplin	Resources	Finance, Transformation and Property		No	No
C3614	Medium Term Financial Strategy 2019/20 to 2021/22	To agree the medium term financial planning and strategy for the organisation	C	01 March 2019	14/02/19 EX		26/02/19	05/03/19 C				Andy Walker	Resources	Finance, Transformation and Property		No	No
C3675	Council Tax - Changes to Empty Properties Policy	To agree the changes to the empty homes charges.	C	01 March 2019				05/03/19 C				Iain Bell	Resources	Corporate Services			
C3615	Capital Strategy and Programme 2019/20 to 2023/24	To outline the five year Capital Strategy for 2019 to 2024, including the Minimum Revenue Provision (MRP) Statement and the Asset Management Plans for Property	C	01 March 2019	14/02/19 EX		26/02/19	05/03/19 C				Shannon Coleman-Slaughter	Resources	Finance, Transformation and Property		No	No
C3616	Revenue Budget 2019/20	To consider and recommend to Council the 2019-20 Revenue Budget.	C	01 March 2019	14/02/19 EX		26/02/19	05/03/19 C				Melanie Ellis	Resources	Finance, Transformation and Property		No	No
C3617	Statutory Pay Policy 2019	To seek Council's approval of the Statutory Pay Policy Statement for publication from 1st April 2019.	C	01 March 2019			26/02/19	05/03/19 C				Robert O'Reilly	Resources	Corporate Services		No	No
C3650	Governance of the Code of Conduct Regime	To consider the governance arrangements around Standards complaints.	C	01 March 2019			25/01/19	05/03/19 C	04/02/19 GE			Sarah Clarke	Resources	Corporate Services		No	No
C3428	Review of Polling Districts, Polling Places and Polling Stations	To agree that as a consequence of the West Berkshire (Electoral Changes) Order 2018, which has reduced the number of Council wards from 31 to 24, it is necessary	C	01 March 2019			25/02/19	05/03/19 C				Phil Runacres	Resources	Corporate Services		No	No
C3647	West Berkshire Vision 2036	For the Council to approve the Vision 2036 document and the proposed delivery	C	01 March 2019			26/02/19	05/03/19 C				Gabrielle Mancini	Resources	Corporate Services		No	No
DOD3676	School Term Dates 2020-21	To agree school term dates for 2020-21.	DOD	01 March 2019							DOD 01/03/19	Caroline Martin	Communities	Children, Education & Young People			
EX3422	Key Accountable Performance 2018/19: Quarter Three	To report Q3 outturns for the Key Accountable Measures which monitor performance against the 2018/19 Council	EX	01 March 2019	28/03/19 EX		20/03/19			09/04/19		Catalin Bogos	Resources	Corporate Services		No	Yes
EX3588	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 March 2019	28/03/19 EX		20/03/19					Richard Turner	Communities	Finance, Transformation and Property		Yes	No
EX3679	Senior Management Arrangements from April 2019 - Final Proposals	To seek approval for the final proposals in relation to the Senior Management Arrangements from April 2019	EX	01 March 2019	28/03/19 EX							Nick Carter	Resources	Leader of the Council			
ID3680	Traffic Management and Road Safety 2019/20 Works Programme	To advise Members of the Traffic Management & Road Safety Works Programme for 2019/20.	ID	01 March 2019		01/03/19	tbc					Glyn Davis	Environment	Highways and Transport, Environment and Countryside			
	Operational Delegation of Work	To approve the operational activities of the PPP.	PP	01 March 2019			12/03/19				11/12/18 JPPC	Sean Murphy	Economy and Environment	Cllr Iain McCracken - Bracknell Forest District Council	JMB	No	No
PP3652	Public Protection Partnership Community Fund Applications	To consider applications for the Public Protection Community Fund and where appropriate approve for payment	PP	01 March 2019			TBA				TBA	Paul Anstey	Economy and Environment	Cllr Iain McCracken - Bracknell Forest District Council	JMB	No	Yes
PP3653	Public Protection Partnership Control Strategy	To consider draft Public Protection Partnership Control Strategy and amend and Approve	PP	01 March 2019			TBA				TBA	Sean Murphy	Economy and Environment	Cllr Iain McCracken - Bracknell Forest District Council	JMB	No	Yes
PP3654	Public Protection Partnership Strategic Assessment	To consider draft Public Protection Partnership Strategic Assessment and	PP	01 March 2019			TBA				TBA	Sean Murphy	Economy and Environment	Cllr Iain McCracken - Bracknell Forest District	JMB	No	Yes

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GE3427	External Audit Plan 2019-20	To provide Members with a copy of the External Audit Plan for 2018-19	GE	01 April 2019			05/04/19		15/04/19 GE			Lesley Flannigan	Resources	Corporate Services			
	Internal Audit – Interim Report 2018-19	To update the Committee on the outcome of internal audit work.	GE	01 April 2019			05/04/19		15/04/19 GE			Julie Gillhespey	Resources	Corporate Services			
GE3629 GE3426	Internal Audit Plan 2019/20	To outline the proposed internal audit work programme for the next three years	GE	01 April 2019			05/04/19		15/04/19 GE			Julie Gillhespey	Resources	Corporate Services			
GE3640	Risk Management Update Report Year End 2018/19	To provide an update with progress.	GE	01 April 2019			05/04/19		01/06/19 GE			Catalin Bogos	Resources	Corporate Services			
ID3451	West Berkshire Council Forward Plan – 10 May 2019 to 31 August	To agree the Forward Plan for the next four months.	ID	01 April 2019		04/04/19	27/03/19					Moira Fraser	Resources	Leader of the Council, Strategy	Corporate Directors and	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 April 2019			01/04/19			09/04/19		Sean Murphy	Economy and Environment	Community Resilience and Partnerships		No	No
C3599	Appointment of and Allocation of Seats on Committees for the	To consider the appointment and allocation of seats on Committees for the next Municipal Year and to agree the Council's	C	01 May 2019				21/05/19 C				Moira Fraser	Resources				
C3598	Appointment of the Executive by the Leader of the Council for the 2019/20 Municipal Year	The Leader to announce the composition of the Executive for the forthcoming Municipal Year.	C	01 May 2019				21/05/19 C				Moira Fraser	Resources				
C3597	Appointment of Vice-Chairman for the Municipal Year 2019/20	To appoint the Vice Chairman for the forthcoming Municipal Year.	C	01 May 2019				21/05/19 C				Moira Fraser	Resources				
C3596	Election of the Chairman for the Municipal Year 2019/20	To elect the Chairman for the forthcoming Municipal Year.	C	01 May 2019				21/05/19 C				Moira Fraser	Resources				
C3600	Election of the Strong Leader	To elect the Strong Leader for the next four years.	C	01 May 2019				21/05/19 C				Moira Fraser	Resources				
C3424	Monitoring Officer's Annual Report to the Governance and Ethics	To provide an update on local and national issues relating to ethical standards and to	C	01 May 2019			05/04/19	21/05/19 C	15/04/19 GE			Sarah Clarke	Resources	Corporate Services			No
C3619	Property Investment Strategy	Planned periodic review of the Property Inve	C	01 May 2019				14/05/19	21/05/19 C			Richard Turner	Resources	Finance, Transformation and Property			
C3618	West Berkshire Council Strategy: 2019 to 2023	To agree the Council Strategy	C	01 May 2019				14/05/19	21/05/19 C			Catalin Bogos	Resources	Leader of the Council and Strategy			
EX3589	Proposed Property Investment (Paragraph 3 - information relating to financial/business affairs of	To agree to the potential purchase of a property which does not conform with the criteria of the Property Investment Strategy	EX	01 May 2019	23/05/19 EX		15/05/19					Richard Turner	Communities	Finance, Transformation and Property		Yes	No