

West Berkshire Council Forward Plan  
4 January 2019 - 30 April 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
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 CIPFA's Prudential Code and recommends the Annual Investment and Borrowing Strategy for 2019/20	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
C3615	Capital Strategy and Programme 2019/20 to 2021/22	To outline the three 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			PC12/02/19	Robert O'Reilly	Resources	Corporate Services		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			
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 to make minor changes to polling district boundaries in certain areas (Newbury. For the Council to approve the Vision 2036 document and the proposed delivery framework	C	01 March 2019			25/02/19	05/03/19 C				Andy Day	Resources	Corporate Services		No	No
C3647	West Berkshire Vision 2036	To advise Members of the Traffic Management and Road Safety	C	01 March 2019			26/02/19	05/03/19 C				Gabrielle Mancini	Resources	Corporate Services		No	No
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	EX	01 March 2019	28/03/19 EX		20/03/19					Paul Hendry	Economy and Environment	Highways, Transport, Environment and Countryside		No	Yes
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		20/03/19					Nick Carter	Resources	Leader of the Council		No	Yes
EX3608	Devolution of Moorside Community Centre	To determine plans for devolution to Parish and Town Councils.	EX	01 March 2019	28/03/19 EX		20/03/19					Richard Turner/ Jo Naylor	Resources	Community Resilience and Partnerships		No	Yes
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 assets)	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
ID3680	Traffic Management and Road Safety	To make appointments to Outside Bodies where vacancies have arisen.	ID	01 March 2019		04/03/19	22 February 2019					Glyn Davis	Environment	Highways and Transport, Environment and Countryside			
ID3683	Appointment to Outside Body	To seek the approval of the Executive Member for Highways and Transport to implement the Draft Three Year Highway	ID	01 March 2019		07/03/19						Moira Fraser	Resources	Leader of the Council, Strategy			
ID3704	Three Year Highway Improvement Programme 2019/20 – 2021/22	To outline the proposed internal audit work programme for the next three years	ID	01 March 2019		tbc	tbc					Andrew Reynolds	Environment	Highways and Transport, Environment and Countryside			
GE3426	Internal 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			Julie Gillhespey	Resources	Corporate Services			
GE3427	External Audit Plan 2019-20	To update the Committee on the outcome of internal audit work.	GE	01 April 2019			05/04/19		15/04/19 GE			Lesley Flannigan	Resources	Corporate Services			
GE3629	Internal Audit – Interim Report 2018/19	To provide an update with progress.	GE	01 April 2019			05/04/19		17/06/19 GE			Julie Gillhespey	Resources	Corporate Services			
GE3640	Risk Management Update Report Year End 2018/19	To agree the Forward Plan for the next four months.	GE	01 April 2019			05/04/19					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
ID3692	West Berkshire Council Forward Plan – 3 June 2019 to 30	To agree the Forward Plan for the next four months.	ID	01 April 2019		25/04/19	17/04/19					Moira Fraser	Resources	Leader of the Council, Strategy	Corporate Directors and	No	No

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	Joint Public Protection Committee	To consider the effectiveness of the Public Protection Shared Service and the process for setting fees and charges.		01 April 2019			01/04/19			09/04/19		Sean Murphy	Economy and Environment	Community Resilience and Partnerships		No	No
C3424	Monitoring Officer's Annual Report to the Governance and Ethics Committee –2018/19 Year End	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.	C	01 May 2019			05/04/19	21/05/19 C	15/04/19 GE			Sarah Clarke	Resources	Corporate Services			No
C3405	Amendments to the Constitution	To review and amend sections of the Constitution in light of legislative changes and current practice.	C	01 May 2019			14/05/19	21/05/19 C	15/04/19 GE			Sarah Clarke	Resources	Corporate Services		No	No
C3599	Appointment of and Allocation of Seats on Committees for the 2019/20 Municipal Year	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				Maira 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				Maira 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				Maira Fraser	Resources				
C3618	West Berkshire Council Strategy: 2019 to 2023	To agree the Council Strategy	C	01 May 2019			13/05/19	21/05/19 C				Catalin Bogos	Resources	Leader of the Council and Strategy			
C3650	Governance of the Code of Conduct Regime	To consider the governance arrangements around Standards complaints.	C	01 May 2019			14/05/19	21/05/19 C	15/04/19 GE			Sarah Clarke	Resources	Corporate Services		No	No
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				Maira 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				Maira Fraser	Resources				
C3619	Property Investment Strategy	Planned periodic review of the Property Investment Strategy	C	01 May 2019			14/05/19	21/05/19 C				Richard Turner	Resources	Finance, Transformation and Property			
C3685	Appointment To Outside Bodies	To consider and agree West Berkshire Council's nominations to the following outside bodies: Royal Berkshire Fire and Rescue Service, Thames Valley Police and Crime Panel and the Local Government Association.	C	01 May 2019				21/05/19 C				Maira Fraser	Resources	Leader of the Council, Strategy			
EX3589	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 May 2019	23/05/19 EX		15/05/19					Richard Turner	Communities	Finance, Transformation and Property		Yes	No
EX3702	Procurement Strategy – Public Health Nursing & Health Visiting Service: 0-19 (up to 25 for young)		EX	01 May 2019	23/05/19 EX							Edward Clintworth	Resources	Finance, Transformation and Property			
EX3703	Procurement Strategy – Integrated Sexual Health Service		EX	01 May 2019	23/05/19 EX							Edward Clintworth	Resources	Finance, Transformation and Property			
EX3594	Capital Financial Performance 2018/19 - Provisional Outturn	To inform Members of the provisional financial performance of the Council for 2017/18 .	EX	01 June 2019	13/06/19 EX		05/06/19					Shannon Coleman-Slaughter	Resources	Finance, Transformation and Property			
EX3423	Key Accountable Performance 2018/19: Quarter Four	To report Q4 outturns for the Key Accountable Measures which monitor performance against the 2018/19 Council Performance Framework. To provide assurance that the objectives set out in the Council Strategy and other areas of significant activity are being managed effectively. To present, by exception, those measures that are predicted to be 'amber' or 'red' and provide information on any remedial action taken and the impact of that action. To recommend changes to measures/targets as requested by services.	EX	01 June 2019	20/06/19 EX		12/06/19					Catalin Bogos	Resources	Corporate Services		No	
EX3564	Revenue Financial Performance Report - Provisional Outturn 2018/19	To inform Members of the latest financial performance of the Council.	EX	01 June 2019	13/06/19 EX		05/06/19					Melanie Ellis	Resources	Finance, Transformation and Property			
GE3436	Internal Audit Plan 2019/20	To outline the proposed internal audit work programme for the next three years.	GE	01 June 2019					17/06/19 GE			Julie Gilhespy	Resources	Corporate Services			
ID3684	Appointment to Outside Bodies	To make appointments to all the Council Outside Bodies post the May 2019 election.	ID	01 June 2019		06/06/19	30/05/19					Maira Fraser	Resources	Leader of the Council, Strategy			
ID3693	West Berkshire Council Forward Plan – 16 July 2019 to 31 October 2019	To agree the Forward Plan for the next four months.	ID	01 June 2019		13/06/19	05/06/19					Maira Fraser	Resources	Leader of the Council, Strategy	Corporate Directors and Heads of Service	No	No