

West Berkshire Council Forward Plan  
19 March 2019 - 30 April 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
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
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			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 Policy Framework for 2018/19 as set out in Paragraph 6.1 of Appendix B.	C	01 May 2019			13/05/19	21/05/19 C				Moirá Fraser	Resources				No
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			13/05/19	21/05/19 C				Moirá Fraser	Resources				No
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			13/05/19	21/05/19 C				Moirá Fraser	Resources				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			13/05/19	21/05/19 C				Moirá Fraser	Resources				No
C3600	Election of the Strong Leader	To elect the Strong Leader for the next four years.	C	01 May 2019			13/05/19	21/05/19 C				Moirá Fraser	Resources				No
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			13/05/19	21/05/19 C				Moirá Fraser	Resources	Leader of the Council, Strategy			No
C3711	Report of the Returning Officer	To inform Council of the process and the results of the recent elections.	C	01 May 2019			13/05/19	21/05/19 C				Nick Carter	Resources				No
EX3721	1A Bath Road asset proposal		EX	01 May 2019	23/05/19 EX		15/05/19					Richard Turner	Communities	Finance, Transformation and Property		No	
EX3726	Staffing restructure at Birchwood Care Home (Paragraph 1 - information relating to an individual) (Paragraph 2 - information identifying an individual)	To summarise the changes made to the staffing structure at Birchwood Care Home following the 2019/20 investment and to seek approval to delete posts and make redundancy payments.	EX	01 May 2019	23/05/19 EX		15/05/19					Sue Brain	Communities	Adult Social Care		Yes	
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
EX3722	Berkshire West Integrated Care Partnership - Governance Review		EX	01 May 2019	23/05/19 EX		15/05/19					Nick Carter	Resources	Health and Wellbeing, Culture and Leisure			
ID3723	Housing Allocations Policy - minor amendments March 2019	To agree minor amendments to the Council's Housing Allocation Policy to respond to legislative change and to improve the customer journey	ID	01 May 2019		24/05/19	16/05/19					Neil Coles	Environment	Deputy Leader of Council, Planning, Housing and Waste			
ID3724	Reducing rough sleeping in West Berkshire: A plan to ensure no-one has the need to sleep rough	To agree an operational plan that seeks to reduce rough sleeping across West Berkshire. The plan is required by the Ministry of Housing, Communities and Local Government to support the Rough Sleeper Initiative funding awarded to the Council for 2019/20 and 2020/21.	ID	01 May 2019		24/05/19	16/05/19					Neil Coles	Environment	Deputy Leader of Council, Planning, Housing and Waste		No	Yes
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			
EX3708	Management Review into the in year Revenue Overspend in Adult Social Care - 2018/19	To provide the Executive with feedback from the special meeting of the Overview and Scrutiny Management Commission in relation to management review into the in-year overspend in Adult Social Care.	EX	01 June 2019	13/06/19 EX		05/06/19			09/04/19		Andy Walker/Tandra Forster	Resources	Adult Social Care			
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			
EX3725	Disposal of land adjacent to the Phoenix Centre, Newbury and land at Chestnut Walk, Hungerford		EX	01 June 2019	13/06/19 EX		05/06/19					Richard Turner	Environment	Community Resilience and Partnerships			
GE3436	Internal Audit Plan 2019/20	To outline the proposed internal audit work programme for the next three years.	GE	01 June 2019			07/06/19		17/06/19 GE			Julie Gilhespy	Resources	Corporate Services			
GE3640	Risk Management Update Report Year End 2018/19	To provide an update with progress.	GE	01 June 2019			07/06/19		17/06/19 GE			Catalin Bogos	Resources	Corporate Services			
ID3656	Refresh of the Procurement Strategy		ID	01 June 2019		01/06/19	tbc					Karen Felgate	Resources	Adult Social Care		No	No

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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					Moir 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					Moir Fraser	Resources	Leader of the Council, Strategy	Corporate Directors and Heads of Service	No	No
ID3710	Parking scheme - Consolidation Order Amendment 29	To consider the responses received during statutory consultation	ID	01 June 2019		01/06/19	tbc					Alex Drysdale	Environment	Highways, Transport, Environment and Countryside			
ID3710	Compton 20mph speed limit and traffic calming	To consider the responses received during consultation	ID	01 June 2019		01/06/19	tbc					Chris Vidler	Environment	Highways and Transport, Environment and Countryside		No	Yes
PC3705	Update on Apprentices		PC	01 June 2019			03/06/19				11/06/19 PC	Robert O' Reilly	Resources	Corporate Services			
PC3706	Review of Work Experience Policy		PC	01 June 2019			03/06/19				11/06/19 PC	Abi Whitting	Resources	Corporate Services			
PP3653	Public Protection Partnership Control Strategy	To consider draft Public Protection Partnership Control Strategy and amend and approve.	PP	01 June 2019			TBA				11/06/19 JPPC	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 amend and approve.	PP	01 June 2019			TBA				11/06/19 JPPC	Sean Murphy	Economy and Environment	Cllr Iain McCracken - Bracknell Forest District Council	JMB	No	Yes
EX3608	Devolution of Moorside Community Centre	To determine plans for devolution to Parish and Town Councils.	EX	01 July 2019	25/07/19 EX		17/07/19					Richard Turner/ Jo Naylor	Resources	Community Resilience and Partnerships		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 July 2019	25/07/19 EX		17/07/19					Paul Hendry	Economy and Environment	Highways, Transport, Environment and Countryside		No	Yes
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 July 2019	25/07/19 EX		17/07/19					Catalin Bogos	Resources	Corporate Services		No	
EX3709	Culture Strategy	To approve the strategy.	EX	01 July 2019	25/07/19 EX		17/07/19					Paul James	Environment	Health and Wellbeing, Culture and Leisure			
GE3627	Annual Governance Statement	To allow the committee to review the Annual Governance Statement before it is signed by the Leader and Chief Executive	GE	01 July 2019			19/07/19		29/07/19 GE			Julie Gilhespey	Resources	Corporate Services			
GE3326	Review of the Revised Scrutiny Arrangements	To review the effectiveness of the new scrutiny arrangements introduced in May 2017	GE	01 July 2019			19/07/19		29/07/19 GE			Andy Day	Resources	Chairman of Governance and Ethics			
GE3624	West Berkshire Council Financial Statements 2018/19 including external auditor's Opinion.	To provide Members with the final copy of the Council's Financial Statements	GE	01 July 2019			19/07/19		29/07/19 GE			Andy Walker	Resources	Finance, Transformation and Economic Development			
GE3625	Internal Audit Annual Assurance Report 2018/19	The Public Sector Internal Audit Standards (PSIAS) require the Audit Manager to make a formal annual report to those charged with governance within the Council.	GE	01 July 2019			19/07/19		29/07/19 GE			Julie Gilhespey	Resources	Corporate Services			
GE3626	Planned Audit Fee for 2019/20	To note the contents of the audit fee letter.	GE	01 July 2019			19/07/19		29/07/19 GE			Lesley Flannigan	Resources	Chairman of Governance and Ethics Committee			
ID3694	West Berkshire Council Forward Plan – 28 August 2019 to 30 November 2019	To agree the Forward Plan for the next four months.	ID	01 July 2019		25/07/19	17/07/19					Moir Fraser	Resources	Leader of the Council, Strategy	Corporate Directors and Heads of Service	No	No