

# West Berkshire Council Forward Plan

## 7 July 2020 - 31 October 2020

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DOD3882	School Meals Contract (Paragraph 5 - information relating to legal privilege)	To agree the Contract award.	DOD	01 July 2020			tbc				TBC DOD	Robert Bradfield	Resources	Children, Young People & Education		Yes	Yes
EX3931	Parking provision for electric vehicles	To highlight the Motion made at Full Council on 3rd March and make recommendations as to whether the Motion should be implemented.	EX	01 July 2020	16/07/20 EX		08/07/2020					Neil Stacey				No	No
EX3831	Post Consultation Environment Strategy	To adopt the post consultation strategy.	EX	01 July 2020	16/07/20 EX		08/07/2020					Paul Anstey	Place	Environment		No	Yes
EX3716	Key Accountable Performance 2019/20: Quarter Four	To report Q4 outturns for the Key Accountable Measures which monitor performance against the 2019/20 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 2020	16/07/20 EX		08/07/2020					Catalin Bogos	Resources	Internal Governance		No	No
EX3900	Future arrangements for the provision of Public Health across West Berkshire, Wokingham and Reading	To consider options and recommendations concerning the future management of Public Health across Berkshire West.	EX	01 July 2020	16/07/20 EX		08/07/2020					Nick Carter	Resources	Public Health & Community Wellbeing, Leisure and Culture		No	Yes
EX3937	West Berkshire Recovery Strategy	For Executive to review and approve the recovery strategy in respect of Covid-19	EX	01 July 2020	16/07/20 EX		08/07/2020					Joseph Holmes	Resources	Leader, District Strategy and Communications			
EX3942	Social Care Emergency Duty Service (Paragraph 3 – information relating to the financial/business affairs of a particular person)	To request that the Executive approve a new shared service agreement for the continuing provision of a hosted Emergency Duty Service (EDS) between the six Berkshire unitary authorities with Bracknell Forest Council as a lead/host authority.	EX	01 July 2020	16/07/20 EX		08/07/2020					Robert Bradfield	Resources	Finance and Economic Development		Yes	No
GE3821	Internal Audit Annual Assurance Report 2019/20 including the Annual Governance Statement.	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 2020			17/07/2020		27/07/20 GE			Julie Gillhespey	Resources	Internal Governance		No	Yes
ID3918	West Berkshire Council Forward Plan 25 Aug- 31 Dec 2020	To agree the Forward Plan for the next four months.	ID	01 July 2020		23/07/2020	15/07/2020					Moirra Fraser	Resources	Leader, District Strategy and Communications		No	No
ID3936	Appointment of representatives on the West Berkshire SACRE	To appoint representatives to vacancies on SACRE (Standing Advisory Council on Religious Education)	ID	01 July 2020		07/07/2020	29/06/2020					Janet Giddings	Resources	Children, Young People and Education			
ID3938	Appointment to Outside Bodies	To agree any changes required to the Council's Outside Body Appointments	ID	01 July 2020		16/07/2020	08/07/2020					Moirra Fraser	Resources	Leader, District Strategy and Communications			
ID3939	Endorsement of the Hamstead Marshall Parish Plan		ID	01 July 2020		01/07/2020						Jo Naylor	Resources	Public Health and Community Wellbeing			
ID3941	Discretionary Housing Payments Policy - Update	To agree amendments to the existing policy.	ID	01 July 2020		07/07/2020						Liz Martin	Place	Planning and Housing			
PC3940	Menopause Policy	To agree the policy.	PC	01 July 2020			09/07/2020				17/07/20 PC	Katie Penlington	Resources	Internal Governance			

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DOD3881	Appointment of the Independent Remuneration Panel	To agree the membership and scope of the IRP.	DOD	01 August 2020							DOD August 2020	Jo Watt	Resources	Leader, District Strategy and Communications		No	No
EX3833	Adoption of the Housing Strategy	To adopt a new Housing Strategy	EX	01 September 2020	03/09/20 EX		25/08/2020					Neil Coles	Place	Planning and Housing		No	Yes
EX3883	Key Accountable Performance 2020/21: Quarter One	To report Q1 outturns for the Key Accountable Measures which monitor performance against the 2020/21 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 September 2020	03/09/20 EX		25/08/2020					Catalin Bogos	Resources	Internal Governance		No	
EX3798	Revenue Financial Performance Report - Outturn for 2019/20	To inform Members of the latest financial performance of the Council.	EX	01 September 2020	03/09/20 EX		25/08/2020					Melanie Ellis	Resources	Finance, Transformation and Property		No	Yes
EX3802	Capital Financial Performance Report - Outturn for 2019/20	To inform Members of the latest financial performance of the Council.	EX	01 September 2020	03/09/20 EX		25/08/2020					Shannon Coleman-Slaughter	Resources	Finance and Economic Development		No	Yes
EX3888	Leisure Strategy Consultation	To agree the Council's Leisure Strategy.	EX	01 September 2020	03/09/20 EX		25/08/2020					Paul Anstey	Place	Public Health & Community Wellbeing, Leisure and Culture		No	Yes
EX3906	Capital Financial Performance Report - Q1 of 2020/21	To present the Q1 capital financial performance for Members to note.	EX	01 September 2020	03/09/20 EX		25/08/2020					Shannon Coleman-Slaughter	Resources	Finance and Economic Development			
EX3905	Revenue Financial Performance Report - Q1 of 2020/21	To inform Members of the latest financial performance of the Council.	EX	01 September 2020	03/09/20 EX		25/08/2020					Melanie Ellis	Resources	Finance and Economic Development			
GE3822	Draft Financial Year 2019/20 Going Concern Assessment	This report summarises the management assessment of the Council continuing to operate as a going concern for the purposes of producing the Statement of Accounts for 2019/20.	GE	01 September 2020			25/08/2020		07/09/20 GE			Shannon Coleman-Slaughter	Resources	Finance and Economic Development		No	Yes
GE3823	Draft 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 September 2020			25/08/2020		07/09/20 GE			Shannon Coleman-Slaughter/ Catalin Bogos	Resources	Internal Governance		No	Yes
GE3935	2019/20 Financial Statements – Highlight Report	To receive the report.	GE	01 September 2020			25/08/2020		07/09/20 GE			Shannon Coleman-Slaughter	Resources	Finance and Economic Development			
ID3919	West Berkshire Council Forward Plan 6 October 2020- 31 Jan 2021	To agree the Forward Plan for the next four months.	ID	01 September 2020		03/09/2020	25/08/2020					Moirra Fraser	Resources	Leader, District Strategy and Communications		No	No
GE3864	Internal Audit Interim Report 2020/21	To update the Committee on the outcome of internal audit work.	GE	01 October 2020			02/10/2020		12/10/20 GE			Julie Gilhespey	Resources	Internal Governance			
GE3824	External Audit Fee 2020-21	To present to members the Audit Fee Letter for 2020/21 from Grant Thornton. The letter sets out the fee for the audit in line with the prescribed scale fee set by the Public Sector Audit Appointments Ltd (PSAA).	GE	01 October 2020			02/10/2020		12/10/20 GE			Shannon Coleman-Slaughter	Resources	Internal Governance		No	Yes
GE3934	External Auditors Report on the Financial Statements	To receive the report from the external auditors.	GE	01 October 2020			02/10/2020		12/10/20 GE			Shannon Coleman-Slaughter	Resources	Finance and Economic Development			
GE3820	Summary of Draft West Berkshire Council Financial Statements 2019/20	To present the draft West Berkshire Council Financial Statements 2019/20.	GE	01 October 2020			02/10/2020		12/10/20 GE			Shannon Coleman-Slaughter	Resources	Finance and Economic Development		No	Yes
GE3689	External Audit Plan 2020-21	To provide Members with a copy of the External Audit Plan for 2020-21	GE	01 October 2020			02/10/2020		12/10/20 GE			Shannon Coleman-Slaughter	Resources	Internal Governance		No	Yes

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ID3920	West Berkshire Council Forward Plan 10 Nov 2020- 28 Feb 2021	To agree the Forward Plan for the next four months.	ID	01 October 2020		08/10/2020	30/09/2020					Moira Fraser	Resources	Leader, District Strategy and Communications		No	No