

**West Berkshire Council Forward Plan
31 December 2020 - 30 April 2021**

C	Council
DOD	Delegated Officer Decision
EX	Executive
GE	Governance and Ethics Committee
HWB	Health and Wellbeing Board
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
ID3923	West Berkshire Council Forward Plan 3 Feb 2021- 31 May 2021	To agree the Forward Plan for the next four months.	ID	01 December 2020		31/12/20	21/12/20					Moira Fraser	Resources	Leader, District Strategy and Communications		No	No
DOD3999	Full Fibre Project to West Berkshire Schools & GP Surgeries <i>(Paragraph 3 - information relating to the financial/business affairs of a particular person)</i>	To fund and deliver a full fibre circuit upgrade to circa 80 Schools and GP Surgeries within the District of West Berkshire with a view to delivering key outcomes for Schools and GP Surgeries in respect to improved connectivity and value for money as well as drive key benefits and delivery and realise through the fibre deployment strategic benefits to local rural communities and businesses.	DOD	01 January 2021			tbc				DOD January 2021	Lynne Wilson	Resources	Internal Governance		Yes	No
EX3807	Cultural Heritage Strategy	To adopt the Council's Cultural Strategy post the consultation exercise.	EX	01 January 2021	14/01/21 EX		06/01/21					Paul James	Environment	Public Health & Community Wellbeing, Leisure and Culture		No	Yes
EX3888	Leisure Strategy	To adopt the Council's Leisure Strategy post the consultation exercise.	EX	01 January 2021	14/01/21 EX		06/01/21					Paul Anstey	Place	Public Health & Community Wellbeing, Leisure and Culture		No	Yes
EX3976	Strategy and Governance Service Review – Proposed Redundancies <i>(Paragraph 1 – information relating to an individual)</i> <i>(Paragraph 2 – information identifying an individual)</i> <i>(Paragraph 3 – information relating to financial/business affairs of particular person)</i>	To agree the redundancy costs arising from the Strategy and Governance Service Review	EX	01 January 2021	14/01/21 EX		06/01/21					Sarah Clarke	Resources	Internal Governance		Yes	Yes
ID3998	Schools Funding Formula 2021/22	To set out the requirements and changes for setting the primary and secondary school funding formula for 2021/22 and to set out West Berkshire Council's funding proposals to go out to consultation with all schools.	ID	01 January 2021		01/01/21	tbc					Melanie Ellis	Resources	Children, Young People & Education		No	No
OSMC	Commercialisation Part 2: Commercial Board Update	To report to the Commission the Board's activities and achievements, what revenue had been achieved and how this was tracked	OSMC	01 January 2021			18/01/21			26/01/21		Andy Sharp	People	Finance and Economic Development		No	No
EX3833	Adoption of the Housing Strategy	To adopt a new Housing Strategy	EX	01 February 2021	11/02/21 EX		03/02/2021					Neil Coles	Place	Planning and Housing		No	Yes
EX3952	Risk Management Strategy	To set out the overarching framework for managing risk at the Council, the Council's risk appetite and latest Corporate Risk Register.	EX	01 February 2021	11/02/21 EX		03/02/21		01/02/21 GE			Joseph Holmes	Resources	Internal Governance		No	Yes
EX3961	Care Homes Catering <i>(Paragraph 3 - information relating to the financial/business affairs of a particular person)</i>	To award the contract for West Berkshire Council Care Homes and Resource Centre catering	EX	01 February 2021	11/02/21 EX		03/02/21					Zoe Campbell	Resources	Adult Social Care		Yes	No
GE3689	External Audit Fee and Plan for financial year 2021/22	To present to members the Audit Fee Letter for 2021/22 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). To provide Members with a copy of the External Audit Plan for 2021-22	GE	01 February 2021			22/01/21		01/02/21 GE			Shannon Coleman-Slaughter	Resources	Internal Governance		No	Yes
GE3897	Lessons Learnt from the Local Authority Financial Reporting and External Audit: Independent Review	To consider any implications for the Council arising from the Independent review by Sir Tony Redmond into the effectiveness of external audit and transparency of financial reporting in local authorities	GE	01 February 2021			22/01/21		01/02/21 GE			Joseph Holmes	Resources	Finance and Economic Development		No	
GE3892	Preparation for 2020-21 Financial Statements	To provide Members with a copy of the audited financial statements for the financial year ended 31 March 2021	GE	01 February 2021			22/01/21		01/02/21 GE			Shannon Coleman-Slaughter	Resources	Finance and Economic Development		No	Yes
GE3907	Strategic Risk Register Update Q2 2020/21	To provide an update on the Strategic Risk Register as at Q2 of 2020/21.	GE	01 February 2021			22/01/21		01/02/21 GE			Catalin Bogos	Resources	Internal Governance		No	No
GE3934	External Auditors Report on the Financial Statements	To receive the report from the external auditors.	GE	01 February 2021			22/01/21		01/02/21 GE			Shannon Coleman-Slaughter	Resources	Finance and Economic Development		No	Yes
GE3955	Local Code of Corporate Governance	To adopt the Code.	GE	01 February 2021			22/01/21		01/02/21 GE			Joseph Holmes	Resources	Internal Governance		No	Yes
GE3986	Update on Progress with Constitution Review	To provide the Governance and Ethics Committee with an update on progress being made with the review of the Constitution.	GE	01 February 2021			22/01/21		01/02/21 GE			Sarah Clarke	Resources	Internal Governance		No	No
ID3924	West Berkshire Council Forward Plan 16 March 2021- 30 June 2021	To agree the Forward Plan for the next four months.	ID	01 February 2021		11/02/21	03/02/21					Moira Fraser	Resources	Leader, District Strategy and Communications		No	No
C3991	Member Development Programme for 2021/22	To propose a Member Development Programme for 2021/22 for the Member Development Group to consider and Council to approve.	C	01 March 2021			20/02/21	02/03/21 C			MDG in January 21	Moira Fraser	Resources	Leader, District Strategy and Communications		No	No

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C3933	Health Scrutiny arrangements across Buckinghamshire, Oxfordshire and Berkshire West (BOB)	To consider the proposal to form a new mandatory committee with health scrutiny powers to consider matters affecting patient flow across the whole Buckinghamshire, Oxfordshire and Berkshire West (BOB) geography.	C	01 March 2021			22/02/21	02/03/21 C			Gordon Oliver	People	Public Health & Community Wellbeing, Leisure and Culture		No	No
C3972	Response to the Fireworks Motion	To present a response to the Motion presented to the 10 September Council	C	01 March 2021			22/02/21	02/03/21 C		08/02/21 - Lic	Sean Murphy	Place	Planning and Housing		No	No
C3980	Investment and Borrowing Strategy 2021/22	This report sets out the proposed Investment and Borrowing Strategy for 2021/22, as required by the Local Government Act 2003.	C	01 March 2021	11/02/21 EX		22/02/21	02/03/21 C			Shannon Coleman-Slaughter	Resources	Finance and Economic Development		No	No
C3981	Medium Term Financial Strategy 2021/22 to 2023/24	To agree the medium term financial planning and strategy for the organisation.	C	01 March 2021	11/02/21 EX		22/02/21	02/03/21 C			Joseph Holmes	Resources	Finance and Economic Development		No	No
C3982	Capital Strategy 2021/22 to 2023/24	To outline the Capital Strategy covering financial years 2021/22 -2023/24 and supporting funding framework, providing a high-level overview of how capital expenditure, capital financing and treasury management activity contribute to the provision of local public services along with an overview of how associated risk is managed and the implications for future financial sustainability	C	01 March 2021	11/02/21 EX		22/02/21	02/03/21 C			Shannon Coleman-Slaughter	Resources	Finance and Economic Development		No	No
C3983	Revenue Budget 2021/22	To consider and recommend to Council the 2021-22 Revenue Budget.	C	01 March 2021	11/02/21 EX		22/02/21	02/03/21 C			Joseph Holmes/Melanie Ellis	Resources	Finance and Economic Development		No	No
C3984	Statutory Pay Policy 2021	To seek Council's approval of the Statutory Pay Policy Statement for publication from 1st April 2021.	C	01 March 2021			22/02/21	02/03/21 C		09/02/21 PC	Rebecca Bird	Resources	Internal Governance		No	No
C3988	Land Appropriation for Parsons Down Rationalisation Project	To explain the requirement for the land appropriation to support the rationalisation project at Parsons Down Infant and Junior Schools	C	01 March 2021			22/02/21	02/03/21 C			Neil Obbard	People	Children, Young People and Education			No
EX3885	Key Accountable Performance 2020/21: Quarter Three	To report Q3 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 March 2021	25/03/21 EX		17/03/21			20/04/21	Catalin Bogos	Resources	Internal Governance		No	Yes
EX3911	Revenue Financial Performance Report - Q3 of 2020/21	To inform Members of the latest financial performance of the Council.	EX	01 March 2021	25/03/21 EX		17/03/21				Melanie Ellis	Resources	Finance and Economic Development		No	No
EX3912	Capital Financial Performance Report - Q3 of 2020/21	To present the Q3 capital financial performance for Members to note.	EX	01 March 2021	25/03/21 EX		17/03/21				Shannon Coleman-Slaughter	Resources	Finance and Economic Development		No	No
ID3925	West Berkshire Council Forward Plan 15 April 2021- 31 July 2021	To agree the Forward Plan for the next four months.	ID	01 March 2021		11/03/21	03/03/21				Moira Fraser	Resources	Leader, District Strategy and Communications		No	No
EX3985	Review of Library Services	To review the provision of library services.	EX	01 April 2021	29/04/21 EX		21/04/21				Paul James	Place	Public Health and Community Wellbeing, Leisure and Culture		No	Yes
GE3894	Internal Audit – Interim Report 2020-21	To update the Committee on the outcome of internal audit work.	GE	01 April 2021			09/04/21				Julie Gilhespey	Resources	Internal Governance		No	
GE3895	Internal Audit Plan 2021/22	To outline the proposed internal audit work programme for the next three years.	GE	01 April 2021			09/04/21				Julie Gilhespey	Resources	Internal Governance		No	