

West Berkshire Council Forward Plan

6 July 2021 - 31 October 2021

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C3959	West Berkshire Local Plan Review 2036	Formal approval of Council to go out to Regulation 19 Consultation	C	July 2021			30/06/2021	08/07/21 C				Bryan Lyttle	Place	Planning and Transport		No	No
C4086	Chief Executive Appointment Sign-off	To sign off the appointment of the Chief Executive.	C	July 2021			30/06/2021	08/07/21 C				Abi Witting	Resources	Internal Governance, Leisure and Culture		No	No
C4104	Changes to the Constitution	To agree amendments to the Council's Constitution.	C	July 2021			30/06/2021	08/07/21 C				Sarah Clarke	Resources	Internal Governance, Leisure and Culture		No	No
EX4099	Treasury Management Annual Report 2020/21	This report summarises the results of the Council's management of cash-flow, borrowing and investments in the financial year 2020/21.	EX	July 2021	15/07/21 EX		07/07/2021					Shannon Coleman-Slaughter	Resources	Finance and Economic Development		No	Yes
EX4053	Environment Strategy Delivery Plan	To provide an update on the progress made on the Environment Strategy Delivery Plan and to outline the next steps.	EX	July 2021	15/07/21 EX		07/07/2021					Jenny Graham	Place	Environment & Waste		No	Yes
EX4011	Timelord 2 Final Report	To agree the Timelord 2 Final report.	EX	July 2021	15/07/21 EX		07/07/2021					Nick Carter	Resources	Leader, District Strategy and Communications	Staff	No	Yes
EX4089	Establishment of Secondary Provision for Pupils with SEMH/Autism	To seek agreement to the use of the old Theale Primary School site for the development of this provision	EX	July 2021	15/07/21 EX		07/07/2021					Jane Seymour	People	Children, Young People & Education		Yes	Yes
EX4090	Former Primary School Site, Theale	To propose the future of the currently vacant site.	EX	July 2021	15/07/21 EX		07/07/2021					Richard Turner	Resources	Finance and Economic Development		Yes	Yes
EX4105	Equalities and Diversity Strategy	To agree the Equalities and Diversity Strategy.	EX	July 2021	15/07/21 EX		07/07/2021					Catalin Bogos	Resources	Internal Governance, Leisure and Culture		No	Yes
EX4107	West Berkshire Water Safety Parnership	To gain approval for West Berkshire Council to enter into a Water Safety Partnership with the Emergency Services and the Canal and River Trust.	EX	July 2021	15/07/21 EX		07/07/2021					Jon Winstanley	Place	Environment and Countryside		No	Yes
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	July 2021			16/07/2021		26/07/21 GE			Shannon Coleman-Slaughter	Resources	Internal Governance, Leisure and Culture		No	Yes
GE4028	Risk Register Update Q4 2020/21	To provide an update on the Strategic Risk Register as at Q4 of 2020/21.	GE	July 2021			16/07/2021		26/07/21 GE			Catalin Bogos	Resources	Internal Governance, Leisure and Culture		No	Yes
GE4029	Internal Audit Annual Assurance Report 2020/21	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	July 2021			16/07/2021		26/07/21 GE			Julie Gillhespey	Resources	Internal Governance, Leisure and Culture		No	Yes
GE4031	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	July 2021			16/07/2021		26/07/21 GE			Joseph Holmes	Resources	Internal Governance, Leisure and Culture		No	Yes
GE3820	Draft Financial Statements Highlight Report including Directors Narrative Statement and Going Concern Assessment 2020/21	To present the draft West Berkshire Council Financial Statements 2020/21.	GE	July 2021			16/07/2021		26/07/21 GE			Shannon Coleman-Slaughter	Resources	Finance and Economic Development		No	Yes
GE4030	Draft Financial Year 2020/21 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	July 2021			16/07/2021		26/07/21 GE			Shannon Coleman-Slaughter	Resources	Finance and Economic Development		No	Yes
GE4085	Progress update on the Annual Governance Statement (2019-20)	To update on progress with the Annual Governance Statement (2019-20)	GE	July 2021			16/07/2021		26/07/21 GE			Joseph Holmes	Resources	Finance and Economic Development		No	Yes
ID4037	Placement Policy	To update the current Placement Policy	ID	July 2021		01/07/2021	tbc					Janet Weekes	Place	Planning and Transport		No	No
ID4077	West Berkshire Council Forward Plan 24 August 2021 - 30 November 2021	To agree the Forward Plan for the next four months.	ID	July 2021		22/07/2021	14/07/2021					Stephen Chard	Resources	Leader, District Strategy and Communications		No	No
ID4108	West Berkshire Minerals and Waste Local Plan Statement of Common Ground	To present the Statement of Common Ground relating to the preparation of the West Berkshire Minerals and Waste Local Plan for signing by the Executive Member for Planning and Transport	ID	July 2021		15/07/2021	07/07/2021					Rachael Lancaster	Place	Planning and Traansport		No	Yes

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ID4109	South East Waste Planning Advisroy Group and Joint Central and Eastern Berkshire Statements of Common Ground	To present the specified Statements of Common Ground relating to the preparation of the West Berkshire Minerals and Waste Local Plan for signing by the Executive Member for Planning and Transport	ID	July 2021		15/07/2021	07/07/2021					Elise Kinderman	Place	Planning and Traansport		No	Yes
OSMC	New Ways of Working	To provide an update on and overview of the Council's New Ways of Working programme.	OSMC	July 2021			28/06/2021			06/07/2021		Melanie Best	Resources	Internal Governance, Leisure and Culture		No	No
OSMC	Recovery Strategy	To review progress in implementing the Recovery Strategy	OSMC	July 2021			28/06/2021			06/07/2021		Joseph Holmes	Resources	This report applies to all Portfolios		No	No
PC4020	Workforce Strategy 2019-23: Refreshed 2021	To seek approval for the refreshed Workforce Strategy 2021 and delivery plan from Personnel Committee.	PC	July 2021			28/06/2021			06/07/2021	16/07/21 PC	Rebecca Bird	Resources	Internal Governance, Leisure and Culture		No	No
C3972	Response to the Fireworks Motion	To present a response to the Motion presented to the 10 September Council meeting.	C	September 2021			31/08/2021	09/09/21 C			08/02/21 - Lic	Sean Murphy	Place	Housing, Strategic Partnerships and Transformation		No	No
EX4009	Separate Food Waste Collection <i>(Paragraph 3 - information relating to financial/business affairs of a particular person)</i>	To agree a way forward in relation to separation of food waste	EX	September 2021	02/09/21 EX		24/08/2021					Kofi Adu-Gyamfi	Place	Environment & Waste	Residents and local stakeholders	Yes	Yes
EX4012	Revenue Financial Performance Report - Q1 of 2021/22	To inform Members of the latest financial performance of the Council.	EX	September 2021	02/09/21 EX		24/08/2021					Melanie Ellis	Resources	Finance and Economic Development		No	No
EX4013	Capital Financial Performance Report - Q1 of 2021/22	To present the Q1 capital financial performance for Members to note.	EX	September 2021	02/09/21 EX		24/08/2021					Shannon Coleman-Slaughter	Resources	Finance and Economic Development		No	No
EX4000	Key Accountable Performance 2021/22: Quarter One	To report Q1 outturns for the Key Accountable Measures which monitor performance against the 2021/22 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	September 2021	02/09/21 EX		24/08/2021			12/10/2021		Catalin Bogos	Resources	Internal Governance, Leisure and Culture		No	Yes
EX4048	Highway Asset Management Plan Refresh	To approve the adoption of an updated Highways Asset Management Plan taking on board the latest national guidance and best practice.	EX	September 2021	02/09/21 EX		24/08/2021					Andrew Reynolds	Place	Planning and Transport		No	Yes
GE3891	Annual Audit Letter	To present the Annual Audit Letter.	GE	September 2021			17/09/2021		27/09/21 GE			Joseph Holmes	Resources	Finance and Economic Development		No	Yes
GE4091	Internal Audit Interim Report 2021/22 Q2	To update the Committee on the outcome of Internal Audit work	GE	September 2021			17/09/2021		27/09/21 GE			Julie Gillhespey	Resources	Internal Governance, Leisure and Culture		No	Yes
ID4078	West Berkshire Council Forward Plan 5 October 2021 - 31 January 2022	To agree the Forward Plan for the next four months.	ID	September 2021		02/09/2021	24/08/2021					Stephen Chard	Resources	Leader, District Strategy and Communications		No	No
EX3888	Leisure Strategy	To adopt the Council's Leisure Strategy post the consultation exercise.	EX	October 2021	14/10/21 EX		06/10/2021					Paul Anstey/Jim Sweeting	Place	Internal Governance, Leisure and Culture		No	Yes
ID4079	West Berkshire Council Forward Plan 9 November 2021 - 28 February 2022	To agree the Forward Plan for the next four months.	ID	October 2021		07/10/2021	29/09/2021					Stephen Chard	Resources	Leader, District Strategy and Communications		No	No
OSMC	Covid-19 Lessons Learnt	To report on lessons learnt during the Covid-19 pandemic and changes put in place as a consequence	OSMC	October 2021			04/10/2021			12/10/2021		Matthew Pearce	People	Health and Wellbeing		No	No
OSMC	Environment Strategy - Operational Review	To review progress in implementing the Environment Strategy.	OSMC	October 2021			04/10/2021			12/10/2021		Jenny Graham	Place	Environment & Waste		No	No

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OSMC	Communications and Engagement Strategy - Operational Review	To review progress in implementing the Communications and Engagement Strategy.	OSMC	October 2021			04/10/2021			12/10/2021		Martin Dunscombe	Resources	Leader, District Strategy and Communications		No	No
OSMC	Leisure Strategy	To report the findings of the Scrutiny Review into the draft Leisure Strategy	OSMC	October 2021			04/10/2021			12/10/2021		Paul Anstey	People	Internal Governance, Leisure and Culture		No	No
OSMC	Equalities and Diversity Strategy	To review the draft Equalities and Diversity Strategy	OSMC	October 2021			04/10/2021			12/10/2021		Catalin Bogos	Resources	This report applies to all Portfolios		No	No