

Individual Decision



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The attached reports will be taken as Individual Portfolio Member Decisions on:

Thursday 12 March 2020

Ref:	Title	Portfolio Members	Page No.
ID3867	Three Year Highway Improvement Programme 2020 to 2023	Councillor Richard Somner	3 - 38
ID3701	West Berkshire Council Forward Plan - 16 April 2020 to 31 July 2020	Councillor Lynne Doherty	39 - 54



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Three Year Highway Improvement Programme 2020 to 2023

Committee considering report:	Individual Executive Member Decisions
Date of Committee:	12 March 2020
Portfolio Member:	Councillor Richard Somner
Date Head of Service agreed report: (for Corporate Board)	
Date Portfolio Member agreed report:	
Report Author:	Andrew Reynolds
Forward Plan Ref:	ID3867

1. Purpose of the Report

- 1.1 To present the Three Year Highway Improvement Programme for consideration by the Executive Member for Transport and Countryside.

2. Recommendation

- 2.1 That the Executive Member for Transport and Countryside approves Year 1 (2020/2021) of the Three Year Highway Improvement Programme 2020/21 – 2022/23.

3. Implications and Impact Assessment

Implication	Commentary
Financial:	The Highway Improvement Programme will be funded from existing capital budgets. Forms part of the Council's approved Capital Programme. Financial Officer – Shannon Coleman-Slaughter.
Human Resource:	None arising from this report.
Legal:	None arising from this report.
Risk Management:	Failure to maintain the asset will affect availability, value, safety and the Council's ability to meet its legal duty to maintain a safe network under the Highways Act 1980.
Property:	The public highway is an important and valuable asset. Failure to maintain it will devalue the asset and conflict with the Government's aim to implement Highway Asset Management and Whole Life Accounting.
Policy:	The programme meets the requirements of the Council's Local Transport Plan 2011 – 2026 in that maintenance of the road

	network is not being considered in isolation. Many other transport policy links will be achieved in areas such as road safety, safer routes to school and cycling. The programme contributes towards the Council's Strategic Priority of "Develop local infrastructure, including housing, to support and grow the local economy".			
	Positive	Neutral	Negative	Commentary
Equalities Impact:				
A Are there any aspects of the proposed decision, including how it is delivered or accessed, that could impact on inequality?		X		See Appendix A – Quality Impact Assessment – Stage 1.
B Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?				
Environmental Impact:			X	Highway Improvement works by their nature produce additional carbon emissions. Every effort will be made to try and minimise this by using alternative materials (low temperature asphalts for example) where possible, use of local recycled materials and the use of electric plant.
Health Impact:		X		No major Health Implications arising from this report.
ICT or Digital Services Impact:				Not applicable.
Council Strategy Priorities or Business as Usual:	X			A well maintained and safe highway network for all road users, will provide an effective network to help stimulate movement across the district to enhance the local economy and help achieve

			the Strategic Priority “Develop local infrastructure, including housing, to support and grow the local economy”.
Data Impact:		X	See Appendix B – Data Protection Impact Assessment.
Consultation and Engagement:	Consultation is not formally undertaken as the programme is based on objective data from technical surveys. However, any comments received from stakeholders during the previous 12 month period are considered and all local Ward Members and Town/Parish Councils are advised of scheme details in advance of work commencing. The full programme will also be published on the Council’s website.		

4. Executive Summary

- 4.1 The Three Year Highway Improvement Programme has been developed in accordance with highway asset management principles as detailed in the UKRLG/HMEP Asset Management Guidance, Code of Practice for Highway Maintenance Management “Well-managed Highways”, the Transport Infrastructure Assets Code “Guidance to Support Asset Management”, Financial Management and Reporting and the Council’s approved Highway Asset Management Plan.
- 4.2 In accordance with the requirements of the Transport Infrastructure Assets Code, the improvement programme (structural repair, resurfacing, surface dressing) is fully funded from the Capital programme.
- 4.3 As part of the consultation process, a copy of the draft report and a map of West Berkshire highlighting the roads included in the Three Year Highway Improvement Programme will be displayed in the Members room.

5. Supporting Information

Introduction

- 5.1 Purpose of this report - the Executive Member for Transport and Countryside approves Year 1 (2020/2021) of the Three Year Highway Improvement Programme 2020/21 – 2022/23.

Background

- 5.2 The Three Year Highway Improvement Programme will help achieve the Council Strategy Priority “Develop local infrastructure, including housing, to support and grow the local economy”. Deliver or enable key infrastructure projects in relation to roads, rail, flood prevention, regeneration and the digital economy.
- 5.3 The Council’s approach to highway maintenance and asset management is described in the Local Transport Plan 2011 – 2026 (LTP) and the Council’s approved Highway Asset Management Plan (HAMP).

Three Year Highway Improvement Programme 2020 to 2023

- 5.4 Highway maintenance and improvements is one of the six local transport goals set out in the LTP. The LTP also shows how this goal and the Council's sustainable approach helps to address other key issues identified in the plan such as safer travel, minimising the impact on the environment and improving accessibility. The LTP confirms that the Council will continue to operate a rolling Highway Improvement Programme refreshed annually through its supporting Implementation Plan.
- 5.5 There is approximately 1291km of public highway in West Berkshire (more than Reading and Wokingham combined), comprising 117km of A roads, 75km of B roads, 399km of C roads and 700km of unclassified U roads. As a consequence, maintenance of the road network presents real challenges. However, by adopting an asset management approach, the Transport and Countryside service is able to identify and treat roads at the right time so as to maximise design life at minimum cost. This approach has enabled the Council to maintain and improve the condition of the classified road network at a consistent level since 2009/10.

Programme Development

- 5.6 The Three Year Highway Improvement Programme detailed in Appendix C has been compiled using the results of technical surveys on the principal classified (A road), non-principal classified (B and C roads) and unclassified (U roads).
- 5.7 Since 2002, the Transport and Countryside service has been carrying out a comprehensive programme of annual testing to determine the condition of the highway network and establish the Government's defined data sets for the condition of the principal classified, non-principal classified and unclassified road networks including skid resistance. For 2020/21, the national data sets are defined as follows and expressed as a % of road length under each class where maintenance should be considered:

130 – 01 Condition of Principal Roads

130 – 02 Condition of Non Principal Roads

130 – 03 SCRIM (Side-way force Coefficient Routine Investigation Machine)

130 – 04 Carriageway work completed

- 5.8 Whilst there is no national requirement to report on the unclassified network, the Council continues to survey the unclassified network annually in order to establish its condition for the purpose of developing appropriate programmes of repair in accordance with current asset management guidance and best practice. For 2020/21, the local data set is defined as follows and expressed as a % of road length where maintenance should be considered:

BV224b Condition of Unclassified Roads

- 5.9 The condition of the classified network (A, B and C class roads) is measured using SCANNER (Surface Condition Assessment for the National Network of Roads) which was introduced in 2003/04. In 2010, SCANNER was also used to measure the condition of the unclassified road network (U roads). Prior to this

Three Year Highway Improvement Programme 2020 to 2023

date, the condition of the unclassified road network was measured using CVI (Course Visual Inspection). All surveys are performed in accordance with national standards and guidance.

- 5.10 The skid resistance of the busiest roads of the network (Maintenance Category 2, 3a & 3b) is measured using SCRIM (Side-way force Coefficient Routine Investigation Machine). Using SCRIM and wet injury accident data, skid deficient sites have been identified and programmed accordingly and these are shown in bold text within the programme.
- 5.11 Details of the survey methodology, coverage and the Council's approach to highway asset management are described in LTP3 and in detail within the Council's Highway Asset Management Plan (HAMP). A brief summary of the methodology is provided in following paragraphs.
- 5.12 The road maintenance approach adopted by the Council has been to tackle stretches of road that in terms of their condition, are showing as "amber" in order to bring them back to "green". "Red" areas are maintained in a safe condition and subject to their size, are either repaired under a separate patching programme or as part of a larger highway improvement project. This approach aligns with the guidance given in the Code of Practice on Transport/Infrastructure Assets and delivers better value for money in the medium/long term for any defined level of service or condition. In fact, this approach has already resulted in improvements across the range of performance indicators demonstrating that West Berkshire Council is achieving good value for money in respect of its investment in highway maintenance.
- 5.13 The traffic light system of red, amber and green is a methodology adopted to categorise roads based on survey data relating to surface texture, cracking, rut depth and ride quality.

Three Year Highway Improvement Programme 2020/21 – 2022/23

- 5.14 The programme provided in Appendix C covers the period 2020/21 – 2022/23 and lists in alphabetical order by Parish or Town those roads requiring treatment. The programme has been developed using cost estimates and a provisional annual capital budget of £4.04m.
- 5.15 It is important to note, that it may be necessary to make changes to the programme once detailed costs, budgets and savings have been established.
- 5.16 The new 3 Year Highway Improvement Programme has been developed to deliver our set service levels of 5%, 6% and 8% (Principal Classified NI 130 – 01, Non-principal classified NI 130 – 02 and unclassified BV224b respectively).
- 5.17 A range of different surface treatments will be used, depending on the type and location of each road being treated. This can vary from dense macadam's on minor estates, surface dressing (sometimes referred to as "tar and chippings") in rural areas through to resurfacing (overlay and inlay) and complete reconstruction. Where pre-treatment is required to strengthen the road, for example deep machine patching, in order to gain optimum effectiveness and

value for money, these will normally receive a proprietary surface dressing treatment the following financial year. This preventative maintenance approach is important in order to maintain the condition and value of the highway network within West Berkshire.

- 5.18 For skid deficient sites, it should be noted that they may not display any of the normal visible defects like rutting, cracking, lamination or “potholes”. Treatments would include surface dressing, micro asphalt and retexturing (an abrasive treatment that restores texture to the existing surface). The skid deficient sites are shown in bold text within the programme.
- 5.19 Wherever possible, roads in residential and built up areas will be resurfaced using materials that exhibit low surface noise when trafficked. In addition, every effort will be made to use local and recycled materials in order to contribute towards the Council’s Corporate Priority of “maintaining a green district”.
- 5.20 In line with the Council’s agreed policy, any road included in the programme for resurfacing which has road humps will have those humps replaced with smaller speed cushions. The opportunity will also be taken, where appropriate, to review any existing traffic management arrangements. This will usually involve consultation with local residents, Ward Members and the Town or Parish Council.
- 5.21 Details of the annual programme are widely distributed to all local Town and Parish Councils and Ward Members. Regularly updated information is also available on the Council’s website under “Roads, Transport and Parking”.

Programme Changes

- 5.22 From time to time, circumstances change which may necessitate alterations to the programme. Such circumstances may include unforeseen circumstances on site, utility activities, and excessive demand on contractors and/or materials, new technical data or accelerated deterioration as a result of severe weather conditions. In the event that a programmed scheme has to be deferred, where appropriate, a suitable replacement site will be selected from the programme in agreement with the Executive Member for Transport and Countryside.

Proposals

- 5.23 By approving year one (2020/21) of the Three Year Highway Improvement Programme, the Council will continue to meet its duty to maintain the highway in a safe and usable condition by undertaking the appropriate work on the network in a timely and cost effective manner (Highways Act 1980). A well maintained and safe highway network for all road users, should result in reduced accidents/third party claims, a safer environment and an effective network to help stimulate movement across the district to enhance the local economy.

6. Other options considered

- 6.1 Do nothing – Failure to undertake the Highway Improvement Programme will affect the availability, value, safety and the Council’s ability to meet its legal duty to maintain a safe network under the Highways Act 1980.

7. Conclusion

7.1 The Highway Improvement Programme has been developed in accordance with the Council's approved Highway Asset Management Plan using surveyed condition data and should be approved ready for implementation in April 2020.

8. Appendices

8.1 Appendix A – Equalities Impact Assessment.

8.2 Appendix B – Data Protection Impact Assessment.

8.3 Appendix C – Supporting Information (Three Year Highway Improvement Programme 2020/21 – 2022/23).

8.4 Appendix D – Condition Indicators.

Subject to Call-In:

Yes: X No:

The item is due to be referred to Council for final approval	<input type="checkbox"/>
Delays in implementation could have serious financial implications for the Council	X
Delays in implementation could compromise the Council's position	X
Considered or reviewed by Overview and Scrutiny Management Commission or associated Task Groups within preceding six months	<input type="checkbox"/>
Item is Urgent Key Decision	<input type="checkbox"/>
Report is to note only	<input type="checkbox"/>

Wards affected: Some Wards, Town and Parish Councils

Officer details:

Name: Andrew Reynolds
Job Title: Asset Manager
Tel No: 01635 519076
E-mail Address: andrew.reynolds@westberks.gov.uk

Appendix A

Equality Impact Assessment - Stage One

We need to ensure that our strategies, policies, functions and services, current and proposed have given due regard to equality and diversity as set out in the Public Sector Equality Duty (Section 149 of the Equality Act), which states:

- (1) A public authority must, in the exercise of its functions, have due regard to the need to:**
 - (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;**
 - (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; This includes the need to:**
 - (i) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;**
 - (ii) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;**
 - (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it, with due regard, in particular, to the need to be aware that compliance with the duties in this section may involve treating some persons more favourably than others.**
- (2) The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities.**
- (3) Compliance with the duties in this section may involve treating some persons more favourably than others.**

The following list of questions may help to establish whether the decision is relevant to equality:

- Does the decision affect service users, employees or the wider community?
- (The relevance of a decision to equality depends not just on the number of those affected but on the significance of the impact on them)
- Is it likely to affect people with particular protected characteristics differently?
- Is it a major policy, or a major change to an existing policy, significantly affecting how functions are delivered?
- Will the decision have a significant impact on how other organisations operate in terms of equality?
- Does the decision relate to functions that engagement has identified as being important to people with particular protected characteristics?
- Does the decision relate to an area with known inequalities?
- Does the decision relate to any equality objectives that have been set by the council?

Please complete the following questions to determine whether a full Stage Two, Equality Impact Assessment is required.

What is the proposed decision that you are asking the Executive to make:	That the Executive Member for Transport and Countryside approves Year 1 (2020/21) of the Three Year Highway Improvement Programme 2020/21 – 2022/23
Summary of relevant legislation:	Highways Act 1980
Does the proposed decision conflict with any of the Council's key strategy priorities?	No
Name of assessor:	Andrew Reynolds
Date of assessment:	21 February 2020

Is this a:		Is this:	
Policy	No	New or proposed	N?A
Strategy	No	Already exists and is being reviewed	Yes
Function	No	Is changing	Yes
Service	Yes		

What are the main aims, objectives and intended outcomes of the proposed decision and who is likely to benefit from it?	
Aims:	To maintain the public highway in a safe usable condition in compliance with the Council's duty to maintain the highway as outlined in the Highways Act 1980.
Objectives:	To maintain the condition of the public highway in accordance with the service levels set out in the Council's Highway Asset Management Plan. To comply with government guidance.
Outcomes:	The Council continues to meet its duty to maintain the highway in a safe and usable condition by undertaking the appropriate work on the network in a timely and cost effective manner.
Benefits:	A well maintained and safe highway network for all road users, reduced accidents/claims, safer environment and an effective network to help stimulate movement across the district to enhance the local economy.

Note which groups may be affected by the proposed decision. Consider how they may be affected, whether it is positively or negatively and what sources of

information have been used to determine this.		
(Please demonstrate consideration of all strands – Age, Disability, Gender Reassignment, Marriage and Civil Partnership, Pregnancy and Maternity, Race, Religion or Belief, Sex and Sexual Orientation.)		
Group Affected	What might be the effect?	Information to support this
Age	The proposed improvement programme does not specifically impact on any “Age” groups.	Improving the condition of the road network will benefit all “Age” groups.
Disability	The proposed improvement programme does not specifically impact on any “Disability” groups	N/A
Gender Reassignment	No particular “Gender Reassignment” groups will be disadvantaged.	N/A
Marriage and Civil Partnership	No particular “Marriage and Civil Partnership” groups will be disadvantaged.	N/A
Pregnancy and Maternity	No particular “Pregnancy and Maternity” groups will be disadvantaged.	N/A
Race	No particular “Race” groups will be disadvantaged.	N/A
Religion or Belief	No particular “Religion or Belief” groups will be disadvantaged.	N/A
Sex	No particular “Sex” groups will be disadvantaged.	N/A
Sexual Orientation	No particular “Sexual Orientation” groups will be disadvantaged.	N/A
Further Comments relating to the item:		
Highway Improvement works affect all users equally. However, provisions will be made on a scheme by scheme basis, to ensure that all users can access the highway in a safe and appropriate manner in accordance with current Health and Safety Legislation.		

Result	
Are there any aspects of the proposed decision, including how it is delivered or accessed, that could contribute to inequality?	No
Due to the nature of the works, minor disruption could result and affect the general public, but this will be mitigated by maintaining access to private properties and businesses during works and providing a signed diversion route if required.	
Will the proposed decision have an adverse impact upon the lives of people, including employees and service users?	No
Due to the nature of the works, minor disruption could result and affect the general public, but this will be mitigated by maintaining access to private properties and businesses during works and providing a signed diversion route if required.	

If your answers to question 2 have identified potential adverse impacts and you have answered 'yes' to either of the sections at question 3, or you are unsure about the impact, then you should carry out a Stage Two Equality Impact Assessment.

If a Stage Two Equality Impact Assessment is required, before proceeding you should discuss the scope of the Assessment with service managers in your area. You will also need to refer to the [Equality Impact Assessment guidance and Stage Two template](#).

Identify next steps as appropriate:	
Stage Two required	No
Owner of Stage Two assessment:	
Timescale for Stage Two assessment:	

Name:  (Andrew Reynolds)

Date: 21 February 2020

Please now forward this completed form to Rachel Craggs, Principal Policy Officer (Equality and Diversity) (rachel.craggs@westberks.gov.uk), for publication on the WBC website.

Appendix B

Data Protection Impact Assessment – Stage One

The General Data Protection Regulations require a Data Protection Impact Assessment (DPIA) for certain projects that have a significant impact on the rights of data subjects.

Should you require additional guidance in completing this assessment, please refer to the Information Management Officer via dp@westberks.gov.uk

Directorate:	Place
Service:	Transport and Countryside
Team:	Asset Management
Lead Officer:	Andrew Reynolds
Title of Project/System:	Three Year Highway Improvement Programme
Date of Assessment:	21 February 2020

Do you need to do a Data Protection Impact Assessment (DPIA)?

	Yes	No
<p>Will you be processing SENSITIVE or “special category” personal data?</p> <p>Note – sensitive personal data is described as “data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, and the processing of genetic data, biometric data for the purpose of uniquely identifying a natural person, data concerning health or data concerning a natural person’s sex life or sexual orientation”</p>	<input type="checkbox"/>	X
<p>Will you be processing data on a large scale?</p> <p>Note – Large scale might apply to the number of individuals affected OR the volume of data you are processing OR both</p>	<input type="checkbox"/>	X
<p>Will your project or system have a “social media” dimension?</p> <p>Note – will it have an interactive element which allows users to communicate directly with one another?</p>	<input type="checkbox"/>	X
<p>Will any decisions be automated?</p> <p>Note – does your system or process involve circumstances where an individual’s input is “scored” or assessed without intervention/review/checking by a human being? Will there be any “profiling” of data subjects?</p>	<input type="checkbox"/>	X
<p>Will your project/system involve CCTV or monitoring of an area accessible to the public?</p>	<input type="checkbox"/>	X
<p>Will you be using the data you collect to match or cross-reference against another existing set of data?</p>	<input type="checkbox"/>	X
<p>Will you be using any novel, or technologically advanced systems or processes?</p> <p>Note – this could include biometrics, “internet of things” connectivity or anything that is currently not widely utilised</p>	<input type="checkbox"/>	X

If you answer “Yes” to any of the above, you will probably need to complete [Data Protection Impact Assessment - Stage Two](#). If you are unsure, please consult with the Information Management Officer before proceeding.

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YEAR 1 (2020/21)

Parish	Road Name	Start Location	End Location	Length (m)	Recommended Treatment
Aldermaston	A340 Tadley Triangle (Southern leg to Rbt & leg outside Shell Garage)	Roundabout Entrance to AWE	Reading Road	705	Rejuvenation
Ashampstead	Palmers Hill/Aldworth Road	Unnamed Road from Reading Road to Noakes Hill	Ashampstead Road	3138	Surface Dressing
Basildon	Blandys Lane	Beckfords	Park Wall Lane	1246	Surface Dressing
Bradfield	Buscot Hill	60m South of Entrance to Old Rectory	110m South of Entrance to Old Rectory	50	Re-Texturing
Bradfield	Unnamed Road to Holy Trinity Church	Unnamed Road from Buckhold Hill to Ashampstead Road	End	183	40mm Inlay/Overlay
Bucklebury	Broad Lane/The Avenue	30mph Signs West of Manor Farm Road	Surface Change near Doctor's Surgery	840	40mm Inlay/Overlay
Burghfield	Ash Lane	Clayhill Road	Sulhamstead Road	409	40mm Inlay/Overlay
Burghfield	Berry's Lane	Junction with Burghfield Road		80	90 -110mm Inlay/Overlay
Burghfield	Clayhill Road	Sulhamstead Road	Hawksworth Road	1200	Surface Dressing
Burghfield	James Lane	Hermits Hill	Goring Lane	1690	Surface Dressing
Burghfield	Reading Road Roundabout	Reading Road/Hawksworth Road Rbt	Reading Road/Hawksworth Road Rbt	100	Re-Texturing
Chaddleworth	Main Street/Sheephouse Way	Nodmoor	School Hill	290	40mm Inlay/Overlay

YEAR 1 (2020/21)

Parish	Road Name	Start Location	End Location	Length (m)	Recommended Treatment
Cold Ash	Tull Way	A4 Bath Road	Mersey Way	1311	Surface Dressing
Englefield	Admoor Lane/Lambdens Hill	200m South of Bridge	150m North of Bridge	350	40mm Inlay/Overlay
Frilsham	Hatchets Lane	Pot Kiln Lane	School Lane	1012	Surface Dressing
Great Shefford	B4000 Ermin Street	50m South East of A338/B4000 Junction	A338/B4000 Junction	50	Re-Texturing
Greenham	Burys Bank Road	50m East of Greenham Tower Roundabout	Cattle Grid	450	Re-Texturing
Hampstead Norreys	Unnamed Road from B4009 to Bothampstead	B4009	Unnamed Road from B4009 Four Elms to Worlds End	1780	Surface Dressing
Hermitage	B4009 Hampstead Norreys Road	50m South of Pedestrian Crossing	Pedestrian Crossing	50	Re-Texturing
Hungerford	A338 Salisbury Road	Unnamed Road from A338 to Inkpen Road	Beacon Farm	1450	Re-Texturing
Hungerford	A338 Wantage Road	520m South of Tally Ho! Crossroads	300m South of Tally Ho! Crossroads	220	Re-Texturing
Hungerford	Fairview Road	Park Street	Tarrants Hill	452	40mm Inlay/Overlay
Hungerford	Park Street	A338 High Street	Cattle Grid (Public House)	444	40mm Inlay/Overlay
Inkpen	Unnamed Road from Bell Lane to Lower Green	Unnamed Road from Spray Road to Upper Green	Bell Lane	789	Surface Dressing

YEAR 1 (2020/21)

Parish	Road Name	Start Location	End Location	Length (m)	Recommended Treatment
Kintbury	A4 Bath Road	50m East of Station Road	Station Road	60	Re-Texturing
Kintbury	Hungerford Road	Lower Denford	100m East of Lower Denford	100	Re-Texturing
Kintbury	Hungerford Road	1480m East of Lower Denford	1580m East of Lower Denford	100	Re-Texturing
Kintbury	Station Road	50m NB Approach to Level Crossing	Level Crossing	50	Re-Texturing
Kintbury	Unnamed Road from A4 Bath Road to Elcot	A4 Bath Road	End	1964	Surface Dressing
Lambourn	Folly Road	B4000 Upper Lambourn Road	End	784	Surface Dressing
Lambourn	Greenways	Edwards Hill	End	182	40mm Inlay/Overlay
Lambourn	High Street, Upper Lambourn	Surface Change Near Kings Farm	Unnamed Road to Upper Lambourn	448	MilePave Type Inlay
Lambourn	Maddle Road	High Street	End	1942	Surface Dressing
Lambourn	Malt Shovel Lane	B4000 Upper Lambourn Road	Unnamed Road to Saxon House	165	Surface Dressing
Lambourn	Unnamed Road From Ermin Street to Hungerford Hill	Ermin Street	Hungerford Hill	469	Surface Dressing
Leckhampstead	B4494 Wantage Road	50m South of Hill Green & 50m North of Hill Green	Hill Green	100	Re-Texturing

YEAR 1 (2020/21)

Parish	Road Name	Start Location	End Location	Length (m)	Recommended Treatment
Newbury	A339 St John's Road Roundabout	A339	A339	150	HardiPave
Newbury	A343 Andover Road	Surface Change Aprox 200m North of District Boundary	Essex Street Mini Roundabout	1620	Rejuvenation
Newbury	B3421 Hambridge Road	Boundary Road	Bone Lane	570	MilePave Type Inlay
Newbury	Bartholomew Street	Market Street	50m South of Pound Street	342	40mm Inlay/Overlay
Newbury	Bartlemy Road/Close	A343 Andover Road	Montgomery Road	236	40mm Inlay/Overlay
Newbury	Kiln Road	Junction with B4009	Regnum Drive Pedestrian Crossing	135	Re-Texturing
Newbury	Monks Lane	A343 Andover Road	A339 Pinchington Lane	1400	40mm Inlay/Overlay
Newbury	Priory Road	Newtown Road	Abbots Road	311	40mm Inlay/Overlay
Newbury	Turnpike Road	Stoney Lane	Fir Tree Lane	669	90 -110mm Inlay/Overlay
Newbury	West Street	Strawberry Hill	Northcoft Lane	209	40mm Inlay/Overlay
Padworth	Reading Road	Soke Road Roundabout	Silver Lane	2141	Rejuvenation
Peasemore	Hill Green Lane	Hailey Lane	Peasemore Hill	330	Surface Dressing

YEAR 1 (2020/21)

Parish	Road Name	Start Location	End Location	Length (m)	Recommended Treatment
Purley-on-Thames	A329 Reading Road (Incl. Long Lane Junct.)	Long Lane	Sherwood Rise Roundabout	210	MilePave Type Inlay
Shaw Cum Donnington	A339 Vodaphone Roundabout	A339 Roundabout	A339 Roundabout	207	Rejuvenation
Speen	A4 Bath Road (Incl. Rbts)	Stockcross Roundabout	Surface Change West of Shell Garage	1300	Rejuvenation
Speen	A4 Gravel Hill	A4 Stockcross Roundabout	350m West	350	Surface Dressing
Streatley	The Coombe	150m West of The Bull Meadow	End	350	90 -110mm Inlay/Overlay
Thatcham	Crookham Hill	280m South of Chamberhouse Mill Lane	330m South of Chamberhouse Mill Lane	50	Re-Texturing
Thatcham	Dunstan Road/Marsh Road	Vincent Road	Harts Hill Road	403	40mm Inlay/Overlay
Thatcham	Gordon Road	Bowling Green Road	Westfield Road	391	40mm Inlay/Overlay
Thatcham	Pound Lane	A4 Bath Road	Lower Way	411	40mm Inlay/Overlay
Theale	A4 Theale By-Pass	50m West of Arlington Roundabout	Arlington Roundabout	50	Re-Texturing
Theale	Church Street	All 4 50m Approches to Zebra Crossings (Outside School & Church)	Both Zebras	200	Re-Texturing
Theale	Englefield Road	A340	Build-out at Village Cricket Ground	660	Surface Dressing

YEAR 1 (2020/21)

Parish	Road Name	Start Location	End Location	Length (m)	Recommended Treatment
Tilehurst	Bitterne Avenue/Goldcrest Way	City Road	Partridge Drive	336	40mm Inlay/Overlay
Tilehurst	Curlew Drive	Partridge Drive	Partridge Drive	176	40mm Inlay/Overlay
Tilehurst	Dark Lane	Fairford Road	Long Lane	259	MilePave Type Inlay
Tilehurst	Devonshire Gardens	Knowsley Road	End	286	40mm Inlay/Overlay
Tilehurst	Ullswater Drive/Nevis Road/Barbrook Close	Reading Borough Boundary	End	280	40mm Inlay/Overlay
Wasing	Wasing Lane	40m North East of Lower Farm Entrance	90m South West of Lower Farm Entrance	130	Re-Texturing
Welford	B4000 Baydon Road	50m East of Turning for Templars Farm	Turning to Templars Farm	50	Re-Texturing
West Ilsley	Copperage Road	Catmore Road	By-Way Approx. 3000m West of Catmore Road	3000	Surface Dressing
Winterbourne	B4494 Wantage Road	315m North of Entrance to North Heath Farm	415m North of Entrance to North Heath Farm	100	Re-Texturing
Winterbourne	B4494 Wantage Road	75m South of The Crab PH Entrance	60m North of The Crab PH Entrance	135	Re-Texturing
Wokefield	Goring Lane	50m West of Lockram Lane	Surface Change Aprox. 260m East of Goodboys Lane	2754	Surface Dressing
Wokefield	Goring Lane	Hollybush Lane	70m East of Hollybush Lane	70	40mm Inlay/Overlay

YEAR 1 (2020/21)

Parish	Road Name	Start Location	End Location	Length (m)	Recommended Treatment
Yattendon	Bryants Lane	Chapel Lane	Yattendon Lane	96	40mm Inlay/Overlay
Yattendon	The Square/Yattendon Lane	Everington Lane	Surface Change Outside Village School	510	40mm Inlay/Overlay

YEAR 2 (2021/22)

Parish	Road Name	Start Location	End Location	Length (m)	Recommended Treatment
Aldermaston	Soke Road/Reading Road Roundabout	Soke Road	Soke Road	80	40mm Inlay/Overlay
Beedon	Old Oxford Road/Beedon Hill	Old Street	Stanmore	1570	40mm Inlay/Overlay
Brightwalton	Coombe Hill	Unnamed Road from A338 to B4494	End	1318	Surface Dressing
Bucklebury	Beenham Hatch Lane (Incl. Both legs of Triangle)	The Avenue	200m North of Clay Lane	1072	Surface Dressing
Burghfield	Auclum Close/Russet Glade	Auclum Lane	End	290	40mm Inlay/Overlay
Burghfield	Field Farm Road	Mill Road	End	622	Surface Dressing
Burghfield	Reading Road	Hawksworth Roundabout	40mph Speed Limit Near RNIB Entrance	825	MilePave Type Inlay
Chaddleworth	A338 Wantage Road	District Boundary	Surface Change Approx. 400m South of Dog Kennel Lane	3623	Surface Dressing
Chieveley	Church Lane	High Street	End	120	40mm Inlay/Overlay
Chieveley	Oxford Road (Hilton Roundabout)	Oxford Road	Oxford Road	142	HardiPave
Chieveley	School Road	Sowbury Park	90 Deg Bend	300	40mm Inlay/Overlay
Chieveley	Tudor Avenue	Oxford Road	End	70	40mm Inlay/Overlay

YEAR 2 (2021/22)

Parish	Road Name	Start Location	End Location	Length (m)	Recommended Treatment
Cold Ash	Collaroy Road	Cold Ash Hill	The Ridge	688	40mm Inlay/Overlay
Compton	Churn Road	Surface Change	End	575	Surface Dressing
Compton	Downs Road	Aldworth Road	End	558	Surface Dressing
Compton	Wilson Close	School Road	End	105	40mm Inlay/Overlay
East Garston	Newbury Road	Humphreys Lane	100m East of Front Street	536	Surface Dressing
Enborne	Skinner's Green	Surface Change approx. 335m South of Enborne Road	Cope Hall Lane	770	Surface Dressing
Great Shefford	Old Baydon Road	Old A338	End	288	Surface Dressing
Hamstead Marshall	Park Lane	Unnamed Road known as Park Lane	Unnamed Road from Craven Arms To Holtwood Lane	1597	Surface Dressing
Hamstead Marshall	Unnamed Road from Craven Arms PH to Hamstead Marshall	Wheatlands Lane	Watery Lane	3115	Surface Dressing
Holybrook	Unnamed Road from Carters Rise to Underwood Road (Bus Route)	Carters Rise	Underwood Road	136	Concrete Joint Treatment
Hungerford	A4 Bath Road (Incl. Rbt)	Charnham Park Roundabout	Surface Change Approx. 270m East of Cottrell Close	600	40mm Inlay/Overlay
Hungerford	Canal Walk	Bridge Street	End	167	40mm Inlay/Overlay

YEAR 2 (2021/22)

Parish	Road Name	Start Location	End Location	Length (m)	Recommended Treatment
Hungerford	Chestnut Walk	Coldharbour Road	End	119	40mm Inlay/Overlay
Hungerford	Regent Close	Church Way	End	60	40mm Inlay/Overlay
Hungerford	Sarum Way	Priory Road	End	146	40mm Inlay/Overlay
Hungerford	Unnamed Road from Hungerford Road to Inkpen Road	Cattle Grid on Hungerford Common	Inkpen Road	325	90 -110mm Inlay/Overlay
Inkpen	Heads Lane	Rooks Nest Lane	Pebble Hill	649	Surface Dressing
Kintbury	Church Street	High Street	End	341	40mm Inlay/Overlay
Kintbury	Mill Bank	Station Road	End	200	40mm Inlay/Overlay
Lambourn	B4000 Hungerford Hill	Crowle Road	Ermin Street	3360	Surface Dressing
Lambourn	Foxbury	Newbury Street	End	57	40mm Inlay/Overlay
Lambourn	Unnamed Road from Baydon Road to Farncombe Down	Baydon Road	End	1058	Surface Dressing
Newbury	A343 Andover Road	Essex Street Mini Roundabout	Bartholomew Street Roundabout	1708	MilePave Type Inlay
Newbury	Bone Lane	Boundary Road	Hambridge Road	787	40mm Inlay/Overlay

YEAR 2 (2021/22)

Parish	Road Name	Start Location	End Location	Length (m)	Recommended Treatment
Newbury	Gorselands	A343 Andover Road	End	481	Concrete Joint Treatment
Newbury	Jubilee Road	Queens Road	End	132	40mm Inlay/Overlay
Newbury	Roebuts Close/The Glade	Culver Road	Roebuts Close Roundabout	261	40mm Inlay/Overlay
Newbury	Russell Road/Blenheim Road	Craven Road	Chalford Road	524	40mm Inlay/Overlay
Pangbourne	Horseshoe Road	A329	A329	572	40mm Inlay/Overlay
Pangbourne	Meadowside Road/Short Street	Horseshoe Road	End	321	40mm Inlay/Overlay
Pangbourne	Yattendon Road	Gardeners Lane	Bends near Upper Bowden Farm	962	Surface Dressing
Peasemore	Princes Lane	Mud Lane	Northfields	568	Surface Dressing
Shaw Cum Donnington	Castle Lane	B4494 Oxford Road	End	340	40mm Inlay/Overlay
Speen	Chapel Road/Rookwood	Snake Lane	90 Deg Left Bend (350m North of Snake Lane)	350	Surface Dressing
Stratfield Mortimer	Birch Lane	West End Road	End	165	40mm Inlay/Overlay
Stratfield Mortimer	Briar Lea Road	Windmill Road	End	186	40mm Inlay/Overlay

YEAR 2 (2021/22)

Parish	Road Name	Start Location	End Location	Length (m)	Recommended Treatment
Stratfield Mortimer	The Street	Station Road Roundabout	Goodboys Lane	1963	Surface Dressing
Stratfield Mortimer	West End Road (Incl. Mini Rbt)	Victoria Road	Stephens Road	600	MilePave Type Inlay
Sulhamstead	Folly Lane	Theale Road	Jaques Lane	743	Surface Dressing
Thatcham	Elmhurst Road	Gordon Road	End	423	Concrete Joint Treatment
Thatcham	Hartmead Road	Stoney Lane	The Hollands	205	40mm Inlay/Overlay
Thatcham	Ilkley Way	The Moors	The Moors	1162	MilePave Type Inlay
Thatcham	The Broadway	The Moors	Church Gate	230	40mm Inlay/Overlay
Thatcham	The Close	Baily Avenue	End	62	40mm Inlay/Overlay
Thatcham	Victor Road	Station Road	Hartmead Road	205	40mm Inlay/Overlay
Theale	Crown Lane/Blossom Lane/Andrews Close	High Street	Blossom Avenue	484	40mm Inlay/Overlay
Theale	Meadow Way	Surface Change near Mulberry Way	Station Road	250	40mm Inlay/Overlay
Tilehurst	Clanfield Crescent	Fairford Road	Cotswold Way	145	40mm Inlay/Overlay

YEAR 2 (2021/22)

Parish	Road Name	Start Location	End Location	Length (m)	Recommended Treatment
Tilehurst	Prince William Drive	Reading Borough Boundary	Thistledown	220	40mm Inlay/Overlay
Tilehurst	Rosemead Avenue	Knowsley Road	End	72	40mm Inlay/Overlay
Tilehurst	Warbreck Drive	Knowsley Road	End	237	40mm Inlay/Overlay
Ufton Nervet	Island Farm Road Sulhamstead Road/ Church Lane/ Camp Road	Green Lane	Unnamed Road from Ufton Lane to Camp Road	1370	40mm Inlay/Overlay
Winterbourne	Unnamed Road from Bagnor to Winterbourne	Unnamed Road to Watermill Theatre	Entrance to balancing pond South of river bridge	390	40mm Inlay/Overlay

YEAR 3 (2022/23)

Parish	Road Name	Start Location	End Location	Length (m)	Recommended Treatment
Ashampstead	Holly Lane	Aldworth Road	Noakes Hill	1231	Surface Dressing
Basildon	Aldworth Road	Long Bottom Road	Gardeners Lane	1212	Surface Dressing
Beech Hill	Unnamed Road from Cross Lane to District Boundary	Cross Lane	District Boundary	764	Surface Dressing
Bradfield	The Laffords	Cock Lane	End	135	40mm Inlay/Overlay
Burghfield	Deans Copse Road	Hose Hill	Burghfield Road	2455	Surface Dressing
Burghfield	Fullers Lane	Burnthouse Lane	District Boundary	970	Surface Dressing
Burghfield	Hose Hill	Folly Lane	Deans Copse Road	960	Surface Dressing
Burghfield	Sunnyside Roundabout	Roundabout & Approaches	Roundabout & Approaches	210	40mm Inlay/Overlay
Cold Ash	Hatchgate Close	Cold Ash Hill	End	135	40mm Inlay/Overlay
Cold Ash	Willis Close	Hermitage Road	End	34	40mm Inlay/Overlay
Enborne	Enborne Street	Villiers Way	Cope Hall Lane	315	40mm Inlay/Overlay
Greenham	Greenham Common Access (Brackenhurst)	A339 Basingstoke Road	End	505	40mm Inlay/Overlay

YEAR 3 (2022/23)

Parish	Road Name	Start Location	End Location	Length (m)	Recommended Treatment
Greenham	New Road	Boundary Road	End	706	40mm Inlay/Overlay
Hermitage	Lipscomb Close	Marlston Road	End	270	40mm Inlay/Overlay
Hungerford	Ramsbury Drive	Park Street	110m South	110	40mm Inlay/Overlay
Hungerford	Smitham Bridge Road	Marsh Lane	Church Way	441	40mm Inlay/Overlay
Hungerford	South View	Fairview Road	End	174	40mm Inlay/Overlay
Kintbury	Bradley Close	Inkpen Road	End	100	Surface Dressing
Kintbury	Templeton Road	Hungerford Road	Inkpen Road	3073	Surface Dressing
Kintbury	Wallingtons Road	High Street	End	568	Surface Dressing
Lambourn	Baydon Road	Crowle Road	Unnamed Road to Farncombe Down	2597	Surface Dressing
Lambourn	Parsonage Place	Upper Lambourn Road	End	60	40mm Inlay/Overlay
Newbury	B4009 Shaw Road	Kiln Road	Robin Hood Roundabout	430	40mm Inlay/Overlay
Newbury	Birchwood Road	Gaywood Drive	Cresswell Road	140	Concrete Joint Treatment

YEAR 3 (2022/23)

Parish	Road Name	Start Location	End Location	Length (m)	Recommended Treatment
Newbury	Buckingham Road	A343 Andover Road	Enborne Road	412	40mm Inlay/Overlay
Newbury	Byron Close	Rupert Road	End	121	Concrete Joint Treatment
Newbury	Charter Road/Rupert Road	Chandos Road	Chandos Road	490	40mm Inlay/Overlay
Newbury	Gloucester Road	Chalfont Road	Blenheim Road	378	40mm Inlay/Overlay
Newbury	Greenham Road (Pyle Hill)	Westwood Road	Pinchington Lane	740	40mm Inlay/Overlay
Newbury	Laburnum Grove	Chestnut Crescent	End	152	Concrete Joint Treatment
Newbury	Lingfield Road/Sedgefield Road/Sandown Way	Westwood Road	New Road	609	40mm Inlay/Overlay
Newbury	Lipscombe Close (All legs)	Chalford Road	End	468	40mm Inlay/Overlay
Newbury	Queens Road/Greenham Road DC'Way & Mini Rbt	A339 Roundabout	Queens Road	140	40mm Inlay/Overlay
Newbury	Skippons Close/Stapleton Close	Villiers Way	End	227	40mm Inlay/Overlay
Newbury	Willowmead Close	Normay Rise	End	130	40mm Inlay/Overlay
Padworth	Bath Road Service Road, Beenham DC'Way	A4	A4	494	Surface Dressing

YEAR 3 (2022/23)

Parish	Road Name	Start Location	End Location	Length (m)	Recommended Treatment
Padworth	Silver Lane	Padworth Lane	Reading Road	1953	Surface Dressing
Pangbourne	Green Lane	A340	Bere Court Road	528	40mm Inlay/Overlay
Purley-on-Thames	A329 Purley Rise	Sulham Lane	Surface Change 100m West of Beech Road	917	Surface Dressing
Purley-on-Thames	Beech Road	Reading Road	Purley Rise	576	40mm Inlay/Overlay
Purley-on-Thames	Glebe Road	Reading Road	Westbury Lane	310	40mm Inlay/Overlay
Purley-on-Thames	Highfield Road/ Orchard Close	Long Lane	End	480	40mm Inlay/Overlay
Stratfield Mortimer	Longmoor Lane (Estate Service Road)	Longmoor Lane	Longmoor Lane	88	40mm Inlay/Overlay
Sulhamstead	Reading Road/Goring Lane Double Mini-Roundabout	Goring Lane	Reading Road	150	MilePave Type Inlay
Thatcham	A4 London Road	Harts Hill Road	Floral Way Roundabout	538	Rejuvenation
Thatcham	Bodmin Close	Ilkley Way	End	81	40mm Inlay/Overlay
Thatcham	Burdens Heath	30mph Signs North West of Fannys Lane	Holly Farm Lane	970	Surface Dressing
Thatcham	Coniston Close/Rydal Close	Derwent Road	End	138	40mm Inlay/Overlay

YEAR 3 (2022/23)

Parish	Road Name	Start Location	End Location	Length (m)	Recommended Treatment
Thatcham	Glenmore Close	Ilkley Way	End	32	40mm Inlay/Overlay
Thatcham	Grassington Place/Westerdale	The Moors	End	282	40mm Inlay/Overlay
Thatcham	Parkside Road/Hazel Grove	Park Lane	End	220	40mm Inlay/Overlay
Thatcham	St Johns Road/St Marks Close	A4 Bath Road	A4 Bath Road	375	40mm Inlay/Overlay
Thatcham	The Moors	Lower Way	The Broadway	1017	MilePave Type Inlay
Theale	A4 Theale By-Pass (WB Only) Incl. Slips	Arlington Roundabout	A340 Roundabout	1943	Rejuvenation
Theale	Arrowhead Road	Station Road	End	662	Concrete Joint Treatment
Theale	Brunel Road	Station Road	Waterside Drive	622	Surface Dressing
Theale	Station Road (Incl. Both RBTs)	Brunel Road	High Street	506	40mm Inlay/Overlay
Theale	Theale By-Pass EB Only	Surface Change Aprox. 470m East of A340 Roundabout	Arlington Roundabout	1043	40mm Inlay/Overlay
Theale	Theale By-Pass Slip Roads	Station Road Rbt	Surface change near One-Way slips	272	Concrete Joint Treatment
Tilehurst	A4 Bath Road	Surface Change at Grange Lodge Lay-by	District Boundary	1400	MilePave Type Inlay

YEAR 3 (2022/23)

Parish	Road Name	Start Location	End Location	Length (m)	Recommended Treatment
Tilehurst	Boundary Close	Firs Road	End	130	Concrete Joint Treatment
Tilehurst	Cecil Aldin Drive/Clairmore Gardens	Long Lane	End	423	40mm Inlay/Overlay
Tilehurst	Clarence Way	Royal Avenue	Surface Change	155	Concrete Joint Treatment
Tilehurst	Goodliffe Gardens	Knowsley Road	End (Right section of Crescent only)	145	40mm Inlay/Overlay
Tilehurst	Longworth Avenue/Compton Avenue	Warborough Avenue	Warborough Avenue	656	40mm Inlay/Overlay
Tilehurst	Marlborough Way	Royal Avenue	End	49	Surface Dressing
Tilehurst	Scafell Close	Fairford Road	End	52	40mm Inlay/Overlay
Tilehurst	Swinbrook Close	Fairford Road	End	51	40mm Inlay/Overlay
Tilehurst	White Lodge Close	Long Lane	End	372	40mm Inlay/Overlay
Tilehurst	Yew Tree Rise (Whole Estate)	Langley Hill	End	1148	Surface Dressing
Welford	B4000 Baydon Road	240m West Of Welford Crossroads (LHD Private Road)	A338 Wantage Road	3245	Surface Dressing

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Road Condition Indicators

	BVPI's			NI's				130's							
	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20
130-01 (NI 168/BV223 Pre2012/13) A Roads	5%	7%	5%	6%	5%	5%	5%	4%	3%	3%	2%	3%	3%	2%	TBA
130-02 (NI 169/BV224a Pre2012/13) B & C Roads	11%	9%	7%	9%	9%	9%	9%	6%	7%	6%	3%	3%	4%	3%	TBA
BV224b U Roads	26%	20%	14%	21%	12%	11%	12%	3%	8%	3%	3%	3%	3%	2%	TBA
BV187 Footways	26%	3%	4%												

Notes:

* Not reported as a National Indicator. Based on 85% of Network as no Cul-de-Sacs under approx. 150m are SCANNER'd.

** Only 50% of the U road network was surveyed due to severe winter. The surveyed coverage was predominately urban, therefore results were better than expected.

*** The reported figure in 2015/16 is the 2014/15 figure as no SCANNER surveys were carried out on the U roads in 2015/16 due to adverse weather.

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Individual Executive Member Decision

West Berkshire Council Forward Plan – 16 April 2020 to 31 July 2020

Committee considering report:	Individual Executive Member Decision
Date ID to be signed:	12 March 2020
Portfolio Member:	Councillor Lynne Doherty
Date Portfolio Member agreed report:	n/a
Forward Plan Ref:	ID3701

1. Purpose of the Report

- 1.1 To advise Members and residents of items to be considered by West Berkshire Council over the next four months.

2. Recommendation

- 2.1 That the Leader of the Council agrees and where appropriate amends the West Berkshire Council Forward Plan.

3. Implications

- 3.1 **Financial:** The Forward Plan has no financial implications.
- 3.2 **Policy:** The Forward Plan details the Policies to be adopted by West Berkshire Council.
- 3.3 **Personnel:** The Forward Plan has no personnel implications.
- 3.4 **Legal:** The Forward Plan has no legal implications.
- 3.5 **Risk Management:** The Forward Plan has no risk management implications.
- 3.6 **Property:** The Forward Plan has no property implications.
- 3.7 **Other:** Not applicable.

4. Consultation Responses

Members:

Leader of Council:	Leader of the Council
Overview & Scrutiny Management Commission Chairman:	Councillor Alan Law at Overview and Scrutiny Management Commission meetings.

Ward Members:	All Members.
Opposition Spokesperson:	Councillor Lee Dillon at Overview and Scrutiny Management Commission meetings.
Local Stakeholders:	The West Berkshire Forward Plan will be published the first working day after the Individual Decision is signed.
Officers Consulted:	Nick Carter, John Ashworth, Joseph Holmes, Andy Sharp, Service Directors, Heads of Service, Group Executives.
Trade Union:	Not sought.

5. Other options considered

5.1 Not applicable.

6. Introduction/Background

- 6.1 West Berkshire Council's Forward Plan, which is published monthly, sets out the key decisions that the Executive (either collectively or by Individual Executive Members) are expected to take over the next four months.
- 6.2 Key decisions are defined by the Government (Regulation 8 of the Local Authorities (Executive Arrangements)(Access to Information)(England) Regulations 2001) as:
- (1) Those which result in the Local Authority incurring expenditure which is, or the making of savings which are, significant having regard to the Local Authority's budget for the service or function to which the decision is related.
 - (2) Those which are significant in terms of its effect on communities living or working in an area comprising two or more wards or electoral divisions in the area of the Local Authority.
- 6.3 The introduction of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 in September 2012 included a requirement to publish 28 clear days' notice of any intended key decision. It should be noted that "clear days" means working days, from midnight to midnight, and excludes weekends and public holidays, so 28 clear days equates to around 5½ normal weeks.
- 6.4 On occasions, however, situations may arise where an urgent decision needs to be made in respect of an item that does not appear on the Forward Plan. There are two different ways in which this can be done:
- (i) the authority can take an urgent key decision without giving 28 days' notice where it is impracticable to give the full notice, provided that the authority gives at least five days' clear notice to all Members of the Overview and Scrutiny Management Commission, which can then call in the decision to check that it was genuinely urgent; or
 - (ii) where a key decision is so urgent there is not even time to give five clear days' notice, the authority can take the decision if the Chairman of the Overview and

Scrutiny Management Commission has agreed that the key decision is urgent and cannot reasonably be deferred.

- 6.5 In addition The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 introduced an entirely new requirement for the Council to publish 28 clear days' notice of the intention to hold a private meeting (or part of a meeting) of the Executive. This 28 day notice must be reinforced by a five day notice which sets out the reasons for the meeting to be held in private, details of any propositions received as to why the meeting should be open, and the Council's response. The response will be provided by the Monitoring Officer. The regulations again provide for an urgency procedure, under which the Council can decide the matter with shorter than 28 or five days' notice, provided that it has first obtained the consent of the Chairman of the Overview and Scrutiny Management Commission.

7. Supporting Information

- 7.1 There is currently two confidential items scheduled for the 30 April 2020 Executive meeting. The required notice is attached as Appendix D and will be displayed at the Council. If any representations are received the five day notice will be issued on 22 April 2020. The items are:
- EX3746 – Proposed Property Investment (*Paragraph 3 – information relating to financial/business affairs of a particular person*)
 - EX3898 – Land Disposal (*Paragraph 3 – information relating to financial/business affairs of a particular person*)
- 7.2 Details of decisions that Full Council, the Governance and Ethics Committee and the Personnel Committee are going to take are also included for ease of reference. It should, however, be noted that the 2012 Regulations only apply to Executive meetings.
- 7.3 It should also be noted that any changes made to Executive Member Portfolios will be reflected in the Forward Plan once they are known.
- 7.4 Publication of the Forward Plan remains a statutory requirement of the Local Authority. The Forward Plan, any General Exception Decision Notices and Notices of Private Decisions have to be available for inspection and also have to be published on the Council's website.

8. Conclusion

- 8.1 Publication of the Forward Plan is a statutory requirement and the Forward Plan for the period 16 April 2020 to 31 July 2020 is presented to the Leader of the Council for final sign off. It will be published on the Council's website and a copy of the agreed Forward Plan will be displayed in Reception in the Council Offices, Market Street.

9. Appendices

- 9.1 Appendix A – Supporting Information
- 9.2 Appendix B - Equalities Impact Assessment
- 9.3 Appendix C – West Berkshire Council Forward Plan – 16 April 2020 to 31 July 2020

9.4 Appendix D – Notice of Private Decisions for 30 April 2020 Executive meeting

Background Papers:

None.

Subject to Call-In:

Yes: No:

The item is due to be referred to Council for final approval

Delays in implementation could have serious financial implications for the Council

Delays in implementation could compromise the Council's position

Considered or reviewed by Overview and Scrutiny Management Commission or associated Task Groups within preceding six months

Item is Urgent Key Decision

Report is to note only

Officer details:

Name: Moira Fraser
Job Title: Democratic and Electoral Services Manager
Tel No: (01635) 519045
E-mail Address: moira.fraser@westberks.gov.uk

Appendix A

Data Protection Impact Assessment – Stage One

The General Data Protection Regulations require a Data Protection Impact Assessment (DPIA) for certain projects that have a significant impact on the rights of data subjects.

Should you require additional guidance in completing this assessment, please refer to the Information Management Officer via dp@westberks.gov.uk

Directorate:	Legal and Strategic Support
Service:	Strategic Support
Team:	Democratic Services
Lead Officer:	Moira Fraser
Title of Project/System:	Forward Plan
Date of Assessment:	4 March 2020

Do you need to do a Data Protection Impact Assessment (DPIA)?

	Yes	No
<p>Will you be processing SENSITIVE or “special category” personal data?</p> <p>Note – sensitive personal data is described as “data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, and the processing of genetic data, biometric data for the purpose of uniquely identifying a natural person, data concerning health or data concerning a natural person’s sex life or sexual orientation”</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Will you be processing data on a large scale?</p> <p>Note – Large scale might apply to the number of individuals affected OR the volume of data you are processing OR both</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Will your project or system have a “social media” dimension?</p> <p>Note – will it have an interactive element which allows users to communicate directly with one another?</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Will any decisions be automated?</p> <p>Note – does your system or process involve circumstances where an individual’s input is “scored” or assessed without intervention/review/checking by a human being? Will there be any “profiling” of data subjects?</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Will your project/system involve CCTV or monitoring of an area accessible to the public?</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Will you be using the data you collect to match or cross-reference against another existing set of data?</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Will you be using any novel, or technologically advanced systems or processes?</p> <p>Note – this could include biometrics, “internet of things” connectivity or anything that is currently not widely utilised</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If you answer “Yes” to any of the above, you will probably need to complete [Data Protection Impact Assessment - Stage Two](#). If you are unsure, please consult with the Information Management Officer before proceeding.

Appendix B

Equality Impact Assessment - Stage One

We need to ensure that our strategies, policies, functions and services, current and proposed have given due regard to equality and diversity.

Please complete the following questions to determine whether a Stage Two, Equality Impact Assessment is required.

Name of policy, strategy or function:	Forward Plan
Version and release date of item (if applicable):	
Owner of item being assessed:	Moira Fraser
Name of assessor:	Linda Pye
Date of assessment:	04/03/20

Is this a:		Is this:	
Policy	No	New or proposed	No
Strategy	No	Already exists and is being reviewed	No
Function	No	Is changing	No
Service	No		

1 What are the main aims, objectives and intended outcomes of the policy, strategy function or service and who is likely to benefit from it?	
Aims:	
Objectives:	
Outcomes:	
Benefits:	

2 Note which groups may be affected by the policy, strategy, function or service. Consider how they may be affected, whether it is positively or negatively and what sources of information have been used to determine this. (Please demonstrate consideration of all strands – Age, Disability, Gender Reassignment, Marriage and Civil Partnership, Pregnancy and Maternity, Race, Religion or Belief, Sex and Sexual Orientation.)		
Group Affected	What might be the effect?	Information to support this.
None		

Further Comments relating to the item:

3 Result	
Are there any aspects of the policy, strategy, function or service, including how it is delivered or accessed, that could contribute to inequality?	No
Please provide an explanation for your answer:	
Will the policy, strategy, function or service have an adverse impact upon the lives of people, including employees and service users?	No
Please provide an explanation for your answer:	

If your answers to question 2 have identified potential adverse impacts and you have answered 'yes' to either of the sections at question 3, or you are unsure about the impact, then you should carry out a Stage 2 Equality Impact Assessment.

If a Stage Two Equality Impact Assessment is required, before proceeding you should discuss the scope of the Assessment with service managers in your area. You will also need to refer to the Equality Impact Assessment guidance and Stage Two template.

4 Identify next steps as appropriate:	
Stage Two required	
Owner of Stage Two assessment:	
Timescale for Stage Two assessment:	
Stage Two not required:	Yes

Name: Linda Pye

**Date: 04/03/2020
(despatch date)**

Please now forward this completed form to Rachel Craggs, the Principal Policy Officer (Equality and Diversity) for publication on the WBC website.

West Berkshire Council Forward Plan

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West Berkshire Council Forward Plan

16 April 2020 - 31 July 2020

Key:	C = Council
	DOO = 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
EX3758	Economic Development Strategy and Delivery Plan		EX	01 April 2020	30/04/2020 EX		22/04/2020					Gabrielle Mancini	Place	Economic Development and Planning		No	Yes
EX3831	Post consultation Environment Strategy	To adopt the post consultation strategy.	EX	01 April 2020	30/04/2020 EX		22/04/2020					Paul Anstey	Place	Environment		No	Yes
EX3834	Padworth HWRC Opening Hours Trial	To recommend permanent changes to the Padworth and Newtown Road HWRC's following the trial extension of the Padworth opening hours	EX	01 April 2020	30/04/2020 EX		22/04/2020					Jon Winstanley	Place	Environment		No	No
EX3896	Community Bond Launch	To agree the process for the launch of the Community Bond.	EX	01 April 2020	30/04/2020 EX		22/04/2020					Joseph Holmes	Resources	Finance		No	Yes
EX3898	Land Disposal (Paragraph 3 - Information relating to financial/ business affairs of particular person)	To recommend the disposal of land located on Newtown Road, Newbury and Chestnut Walk, Hungerford	EX	01 April 2020	30/04/2020 EX		22/04/2020					Richard Turner	Resources	Finance		Yes	No
EX3899	Care Director Upgrade to Version 6	To agree to purchase an updated version of Care Director.	EX	01 April 2020	30/04/2020 EX		22/04/2020					Jo England/ Andy Sharp	People	Internal Governance		No	Yes
EX3900	Future Public Health Arrangements for West Berkshire. Wokingham and Reading Unitary Authorities		EX	01 April 2020	30/04/2020 EX							Nick Carter	Resources	Public Health and Community Wellbeing		No	Yes
EX3901	Community Solution Fund	To review the format of the current format of the fund.	EX	01 April 2020	30/04/2020 EX							Susan Powell	Resources	Public Health and Community Wellbeing			
EX3887	Local Government Association Corporate Peer Challenge - West Berkshire	To publish the results of the LGA Corporate Peer Challenge for West Berkshire Council and an action plan to address the recommendations within it.	EX	01 April 2020	30/04/2020 EX		22/04/2020					Catalin Bogos	Resources	Leader of the Council			
EX3903	Working with the Voluntary Sector		EX	01 April 2020	30/04/2020 EX		22/04/2020					June Graves	Resources	Public Health and Community Wellbeing		No	Yes
EX3878	Strategic Commissioning and Procurement	This paper seeks to outline current commissioning arrangements, propose changes for a future model of commissioning, outline its application for the Council and present a supporting Procurement Strategy for approval.	EX	01 April 2020	30/04/2020 EX		22/04/20					June Graves/Joseph Holmes	Resources	Internal Governance		No	Yes
GE3688	Internal Audit Plan 2020/23	To outline the proposed internal audit work programme for the next three year period from 2020/21 to 2022/23.	GE	01 April 2020			10/04/2020		20/04/2020 GE			Julie Gilhespey	Resources	Internal Governance		No	Yes
GE3690	Internal Audit – Interim Report 2019-20	To update the Committee on the outcome of internal audit work carried out during quarter three of 2019/20.	GE	01 April 2020			10/04/2020		20/04/2020 GE			Julie Gilhespey	Resources	Internal Governance		No	Yes
GE3889	Internal Audit Review of the Governance and Ethics Committee	The audit report set out the findings of the Internal Audit review of the effectiveness of the Governance and Ethics Committee which had been undertaken in response to a recommendation arising from the external review of the Internal Audit Service and its conformance with Public Sector Internal Audit Standards.	GE	01 April 2020			10/04/2020		20/04/2020 GE			Julie Gilhespey	Resources	Internal Governance		No	Yes
GE3637	External Audit Opinion 2018/19	To provide Members with the Final Annual Audit Letter 2018/19 from external auditor. The audit letter summarises the outcome from their audit work at West Berkshire Council in relation to the 2018/19 audit year.	GE	01 April 2020			10/04/2020		20/04/2020 GE			Shannon Coleman-Slaughter	Resources	Finance		No	Yes
GE3689	External Audit Plan 2020-21	To provide Members with a copy of the External Audit Plan for 2020-21	GE	01 April 2020			10/04/2020		20/04/2020 GE			Shannon Coleman-Slaughter	Resources	Internal Governance		No	Yes
GE3890	2018/19 External Audit Lessons Learned and 2019/20 Year End Preparation	To inform Members of the preparation underway for the production of the 2019/20 Financial Statements	GE	01 April 2020			10/04/2020		20/04/2020 GE			Shannon Coleman-Slaughter	Resources	Finance		No	Yes

West Berkshire Council Forward Plan

16 April 2020 - 31 July 2020

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	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
ID3873	Case Programmes for Public Rights of Way Work for 2020/21	To agree the case programmes for Public Rights of Way Work for 2020/21.	ID	01 April 2020		01/04/2020	tbc					Elaine Cox	Place	Transport and Countryside		No	Yes
PC3841	Parental Leave Policy for Councillors	To adopt a parental leave policy for Councillors in accordance with the motion that was approved at the 12 September 2019 Council meeting.	PC	01 April 2020							24/04/2020 PC	Abi Witting	Resources	Leader, Strategy and Communications		No	Yes
C3838	Amendments to the Constitution	To consider amendments arising out of the Constitution Review Task Group.	C	01 May 2020			10/04/2020	12/05/2020 C	20/04/2020 GE			Moira Fraser	Resources	Internal Governance		No	No
C3877	Appointments to Outside Bodies	To consider and agree West Berkshire Council's nominations to the following Outside Bodies: Royal Berkshire Fire Authority, Thames Valley Police and Crime Panel and the Local Government Association General Assembly.	C	01 May 2020			01/05/2020	12/05/2020 C				Moira Fraser	Resources	Leader of the Council		No	No
C3687	Monitoring Officer's Annual Report to the Governance and Ethics Committee –2019/20	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 2020			10/04/2020	12/05/2020 C	20/04/2020 GE			Sarah Clarke	Resources	Internal Governance		No	No
EX3798	Revenue Financial Performance Report - Outturn for 2019/20	To inform Members of the latest financial performance of the Council.	EX	01 June 2020	11/06/2020 EX		03/06/2020					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 June 2020	11/06/2020 EX		03/06/2020					Shannon Coleman-Slaughter	Resources	Finance, Transformation and Property		No	Yes
EX3807	Cultural Heritage Strategy	To adopt the Council's Cultural Strategy post the consultation exercise.	EX	01 June 2020	11/06/2020 EX		03/06/2020					Paul James	Environment	Public Health and Community Wellbeing		No	Yes
GE3819	Strategic Risk Register Update Q4 2019/20	To provide an update on the Strategic Risk Register as at Q4 of 2019/20.	GE	01 June 2020			08/06/2020		16/06/2020 GE			Catalin Bogos	Resources	Internal Governance		No	Yes
C3839	Amendments to the Constitution	To consider amendments arising out of the Constitution Review Task Group.	C	01 July 2020			tbc	01/07/2020 C	tbc			Moira Fraser	Resources	Internal Governance		No	No
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	16/07/2020 EX		08/07/2020					Catalin Bogos	Resources	Internal Governance		No	No
EX3833	Housing Strategy	To adopt a new Housing Strategy	EX	01 July 2020	16/07/20 EX		08/07/2020					Neil Coles	Place	Economic Development and Planning		No	Yes
EX3902	Adoption of the Housing Allocations Policy		EX	01 July 2020	16/07/2020 EX							Liz Martin	Place	Economic Development and Planning		No	Yes
GE3820	West Berkshire Council Financial Statements 2019/20	To provide Members with the final copy of the Council's Financial Statements	GE	01 July 2020			17/07/2020		27/07/2020			Andy Walker	Resources	Finance		No	Yes
GE3821	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 2020			17/07/2020		27/07/2020			Julie Gillhespy	Resources	Internal Governance		No	Yes

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GE3822	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 July 2020			17/07/2020		27/07/2020			Shannon Coleman-Slaughter	Resources	Finance		No	Yes
GE3823	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 2020			17/07/2020		27/07/2020			Andy Walker	Resources	Internal Governance		No	Yes
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 July 2020			17/07/2020		27/07/2020			Shannon Coleman-Slaughter	Resources	Internal Governance		No	Yes

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NOTICE OF A PRIVATE MEETING OF A DECISION-MAKING BODY¹

Notice of an imminent occasion when the public may be excluded from a meeting due to the likelihood that if members of the public were present during an item of business confidential or exempt information would be disclosed to them.

¹ In accordance with Regulation 5(7) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

1. At least 28 clear days before a private meeting² of a decision-making body, public notice³ must be given which must include a statement of reasons for the meeting to be held in private.
2. At least 5 clear days before a private meeting of a decision-making body, further public notice⁴ must be given which must include a statement of reasons for the meeting to be held in private, details of any representations received by the decision-making body about why the meeting should be open to the public and a statement of the Council's response to such representations.
3. Where the date by which a meeting must be held makes compliance with the above requirements impracticable, the meeting may only be held in private where the decision-making body has obtained agreement from the Chair of the Overview and Scrutiny Management Commission.

Date of Decision or period within which the decision is to be made	Ref No:	Matter in respect of which the decision is to be made	Short Description	Decision maker	Executive Member & Lead Officer	List of documents to be submitted to decision maker	Public or Private meeting. Statement of reasons if private.
30/04/2020	EX3746	Proposed Property Investment	<i>To agree to the potential purchase of a property which does not conform with the criteria of the Property Investment Strategy</i>	Executive	Finance Richard Turner		(Paragraph 3 – information relating to financial/business affairs of a particular person)
30/04/2020	EX3898	Land Disposal	<i>To recommend the disposal of land located on Newtown Road, Newbury and Chestnut Walk, Hungerford</i>	Executive	Finance Richard Turner		(Paragraph 3 – information relating to financial/business affairs of a particular person)

Sarah Clarke
Head of Legal and Strategic Support
West Berkshire Council

Date: 4 March 2020

² A 'private meeting' means a meeting or part of a meeting of a decision making body which is open to the public except to the extent that the public are excluded due to the confidential or exempt business to be transacted.

³ In accordance with Regulation 5(2) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

⁴ In accordance with Regulation 5(4) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

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