



# Meeting of West Berkshire District Council

**Tuesday 2 March 2021**

## ***Summons and Agenda***

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**This meeting will be held in a virtual format in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panels Meetings) (England and Wales) Regulations 2020 (“the Regulations”).**



**WestBerkshire**  
C O U N C I L

To: All Members of the Council

*You are requested to attend a meeting of*  
**WEST BERKSHIRE DISTRICT COUNCIL**

*This meeting can be viewed online on*

**Tuesday 2 March 2021**

**at 6.30pm**

**Via the following link:**

<https://www.westberks.gov.uk/fullcouncillive>



Sarah Clarke  
Service Director (Strategy and Governance)  
West Berkshire District Council

Date of despatch of Agenda: Monday, 22 February 2021

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## **AGENDA**

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1. **APOLOGIES FOR ABSENCE**

To receive apologies for inability to attend the meeting (if any).

2. **CHAIRMAN'S REMARKS**

The Chairman to report on functions attended since the last meeting and other matters of interest to Members.

3. **MINUTES**

The Chairman to sign as a correct record the Minutes of the Council meeting held on 3 December 2020. **(Pages 9 - 20)**

4. **DECLARATIONS OF INTEREST**

To remind Members of the need to record the existence and nature of any personal, disclosable pecuniary or other registrable interests in items on the agenda, in accordance with the Members' [Code of Conduct](#).



**West Berkshire**  
C O U N C I L

## Agenda - Council to be held on Tuesday, 2 March 2021 (continued)

### 5. PETITIONS

Councillors may present any petition which they have received. These will normally be referred to the appropriate body without discussion.

### 6. PUBLIC QUESTIONS

Members of the Executive to answer the following questions submitted by members of the public in accordance with the Council's Constitution. *Please note that there were no questions submitted in relation to items not included on the agenda.*

### 7. MEMBERSHIP OF COMMITTEES

The Council to agree any changes to the membership of Committees.

### 8. MOTIONS FROM PREVIOUS MEETINGS

To note the responses to Motions which have been presented to previous Council meetings.

- a) Response to the Motion from Councillor Jeff Brooks – Item 1 Delegated Officer Decision 6 January 2021
- b) Response to the Motion from Councillor Erik Pattenden – Item 9, Executive Agenda 17 December 2020
- c) Response to the Motion from Councillors Adrian Abbs and Steve Ardagh-Walter - Item 8, Executive Agenda 17 December 2020
- d) Response to the Motion from Councillor David Marsh - Item 10, Executive Agenda 17 December 2020
- e) Response to the Motion from Councillor Richard Somner – Item 21 on this agenda
- f) Response to the Motion from Councillor Martha Vickers – To be responded to as part of the 2021/22 budget papers on this agenda (Item 18).

### 9. LICENSING COMMITTEE

The Council is asked to note that since the last meeting of the Council, the Licensing Committee met on 8 February 2021. Copies of the Minutes of this meeting can be obtained from Strategy and Governance or via the [Council's website](#).

### 10. PERSONNEL COMMITTEE

The Council is asked to note that since the last meeting of the Council, the Personnel Committee met on 9 December 2020 and 12 February 2021. Copies of the Minutes of these meetings can be obtained from Strategy and Governance or via the [Council's website](#).



## Agenda - Council to be held on Tuesday, 2 March 2021 (continued)

### 11. GOVERNANCE AND ETHICS COMMITTEE

The Council is asked to note that since the last meeting of Council, the Governance and Ethics Committee met on 1 February 2021. Copies of the Minutes of this meeting can be obtained from Strategy and Governance or via the [Council's website](#).

### 12. DISTRICT PLANNING COMMITTEE

The Council is asked to note that since the last meeting of the Council, the District Planning Committee met on 10 February 2021. Copies of the Minutes of this meeting can be obtained from Strategy and Governance or via the [Council's website](#).

### 13. OVERVIEW AND SCRUTINY MANAGEMENT COMMISSION

The Council is asked to note that since the last meeting of the Council, the Overview and Scrutiny Management Commission met on 26 January 2021 and 9 February 2021. Copies of the Minutes of these meetings can be obtained from Strategy and Governance or via the [Council's website](#).

### 14. JOINT PUBLIC PROTECTION COMMITTEE

The Council is asked to note that since the last meeting of the Council, the Joint Public Protection Committee met on 15 December 2020. Copies of the Minutes of this meeting can be obtained from Strategy and Governance or via the [Council's website](#).

### 15. INVESTMENT AND BORROWING STRATEGY 2021/22 (C3980)

Purpose: This report fulfils the Council's legal obligation under the Local Government Act 2003 to have regard to the CIPFA Code and sets out the Council's proposed Investment and Borrowing Strategy for 2021/22. **(Pages 21 - 54)**

### 16. MEDIUM TERM FINANCIAL STRATEGY 2021/22 TO 2024/25 (C3981)

Purpose: To set out the financial planning assumptions for future years and align these with the Council Strategy to ensure that the Council Strategy will be delivered. The MTFs highlights the overarching key issues facing the Council's finances as well as how there are many different scenarios and uncertainty concerning the future revenue streams for the Council in the future.

The document will enable the Council to commence the next four years of the MTFs from a strong financial base and this position and future projections are highlighted in the report. **(Pages 55 - 72)**

### 17. CAPITAL STRATEGY AND PROGRAMME 2021/22 - 2023/24 (C3982)

Purpose: To outline the Capital Strategy covering financial years 2021/22 - 2023/24 and the 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. **(Pages 73 - 122)**

**18. REVENUE BUDGET 2021/22 (C3983)**

Purpose: To consider and recommend to Council the 2021-22 Revenue Budget, which proposes a Council Tax requirement of £104.32m, requiring a Council Tax increase of 1.99%. The Council Tax increase will raise £2.04m. The Council is not proposing any use of the Adult Social Care precept and there will therefore not be any increase in the precept. The overall Council Tax increase is intended to balance the financial impact of the pandemic on residents, mitigating the financial pressures they face, as well as the cost pressures that the Council faces.

The budget details the investment for the year ahead to deliver the Council Strategy and support core Council Services. This includes investment in Adult Social Care, economic development and prevention work. The budget also allocates revenue funding to deliver the Capital Strategy (separate paper) that has a substantial amount of investment in infrastructure for the year ahead, including savings proposals, other income sources and £3.2m of support from Government for Covid-19 costs. The Council is proposing to support the budget with a £2.2m contribution from reserves; it is rare that the Council would use such a sizeable level of one-off support for the budget but the impact of the pandemic on the current year budget, allied to Government financial support, has led to an expected underspend in the current year that is being proposed to partially use to support the 2021-22 budget.

This report also proposes the Fees and Charges for 2021-22 as set out in Appendix F and the Parish Expenses as set out in Appendix G and recommends the level of General Reserves as set out in Appendix E. **(Pages 123 - 212)**

**19. STATUTORY PAY POLICY 2021 (C3984)**

Purpose: To seek Council's approval of the Statutory Pay Policy Statement for publication from 1 April 2021. **(Pages 213 - 240)**

**20. MEMBER DEVELOPMENT PROGRAMME 2021/2022 (C3991)**

Purpose: To give consideration to and agree the proposed Member Development Programme for 2021/22 (attached at Appendix C). **(Pages 241 - 256)**

**21. RESPONSE TO PROPOSED FIREWORKS MOTION (C3972)**

Purpose: To inform Full Council on how West Berkshire Council can support any aspects of the Motion.

To share the report which was presented to the Licensing Committee on 8 February 2021. The report outlines some information for Council concerning the legal provisions the PPP have with respect to fireworks such as storage, point of sale, intelligence led promotional campaigns and the use of appropriate licensing conditions and noise management plans to minimise the impact. **(Pages 257 - 304)**



22. **NOTICES OF MOTION - PUBLIC FUNDS FOR PUBLIC ACCESS**

**The following Motion has been submitted in the name of Councillor Tony Vickers:**

“Council notes:

1. How the pandemic has highlighted the importance of outdoor exercise for our mental and physical health and wellbeing and our understanding of the interconnections between farming, biodiversity and food production;
2. That the Environment Agency accepts that the benefits of outdoor exercise could be worth billions to the NHS and care services;
3. That the Environment Bill includes provision for “public funds for public goods”;
4. That the Agriculture Act contains powers to provide financial assistance to support public access to the countryside, through replacing the EU funding system known as the Common Agriculture Policy (CAP);
5. The excellent work done by this Council’s Rights of Way Team and many volunteers from bodies represented on the Mid & West Berkshire Local Access Forum to maintain and improve public access to our beautiful countryside, and
6. The emphasis in our local planning and transport policies towards more ‘active travel’ opportunities, as part of combating Climate Change.

Council therefore supports the campaign of the Outdoor Access Alliance of organisations that represent countryside access groups to enable this “BREXIT Bonus” for funding to be channelled through local government to help improve our rights of way network;

And calls on this Council to work with local and national organisations to improve the relationship between urban communities, landowners and farmers as the rural environment and economy is transformed by BREXIT and climate change, so that all our residents better understand the connections between food production, biodiversity, landscape and public health.”

23. **MEMBERS' QUESTIONS**

Members of the Executive to answer the following questions submitted by Councillors in accordance with the [Council’s Constitution](#):

- (a) **Question to be answered by the Executive Member for Environment submitted by Councillor Adrian Abbs:**

*“Why did West Berkshire choose to use a potential percentage of carbon saved on the councils own carbon contribution rather than the percentage of West Berkshire given the climate emergency declaration was to reach a district level carbon zero by 2030. 30% rather than the reality which is close to 3%?”*

**Agenda - Council to be held on Tuesday, 2 March 2021** *(continued)*

- (b) **Question to be answered by the Executive Member for Children, Young People and Education submitted by Councillor Martha Vickers:**

*“In view of expert reports that our children will need opportunities to play and socialise in the coming months rather than extended school hours, what is this Council planning to do to meet this need?”*

- (c) **Question to be answered by the Executive Member for Internal Governance submitted by Councillor Phil Barnett:**

*“How many redundancies have taken place during the past five years?”*

If you require this information in a different format or translation, please contact Moira Fraser on telephone (01635) 519045.

