

# Individual Decision

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The attached report will be taken as an Individual Portfolio Member Decision on:

**Friday 12 March 2021**

<b>Ref:</b>	<b>Title</b>	<b>Portfolio Member</b>	<b>Page No.</b>
ID3925	<b>West Berkshire Council Forward Plan- 15 April 2021- 31 July 2021</b>	Councillor Lynne Doherty	3 - 16



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## Individual Executive Member Decision

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### West Berkshire Council Forward Plan – 15 April 2021 to 31 July 2021

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<b>Committee considering report:</b>	Individual Executive Member Decision
<b>Date ID to be signed:</b>	12 March 2021
<b>Portfolio Member:</b>	Councillor Lynne Doherty
<b>Forward Plan Ref:</b>	ID3925

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#### 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:

<b>Leader of Council:</b>	Councillor Lynne Doherty
<b>Overview &amp; Scrutiny Management Commission Chairman:</b>	Councillor Alan Law at Overview and Scrutiny Management Commission meetings.
<b>Ward Members:</b>	All Members

<b>Opposition Spokesperson:</b>	Councillor Lee Dillon at Overview and Scrutiny Management Commission meetings.
<b>Local Stakeholders:</b>	The West Berkshire Forward Plan will be published the first working day after the Individual Decision is signed.
<b>Officers Consulted:</b>	Nick Carter, Susan Halliwell, Joseph Holmes, Andy Sharp, Service Directors, Heads of Service, Group Executives.
<b>Trade Union:</b>	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 are currently no confidential items scheduled for the 29 April 2021 Executive meeting.

7.2 In the event that an urgent item does arise the relevant notice will be published in accordance with the requirements.

7.3 Details of decisions that Full Council, the Governance and Ethics Committee, Licensing Committee, Overview and Scrutiny Management Commission 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.

7.4 The following changes have been made to the Forward Plan for April 2021 since it was last published:

Executive on 29 April 2021:

- Devolution of Hermitage Green (EX4006) rescheduled to the April Executive
- Leisure Strategy (EX3888) rescheduled to the October Executive

Governance and Ethics Committee on 19 April 2021:

- Annual Audit Letter (ID3891) rescheduled to June meeting of Governance and Ethics Committee.

7.5 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 15 April 2021 to 31 July 2021 is presented to the Leader of the Council for final sign off. It will be published on the Council's website.

## 9. Appendices

Appendix A – Data Protection Impact Assessment – Stage One

Appendix B - Equalities Impact Assessment – Stage One

Appendix C – West Berkshire Council Forward Plan – 15 April 2021 to 31 July 2021

Appendix D – Notice of Private Decisions (*Not required*)

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**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
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**Officer details:**

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

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## 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](mailto:dp@westberks.gov.uk)

Directorate:	Resources
Service:	Strategy and Governance
Team:	Democratic Services
Lead Officer:	Moira Fraser
Title of Project/System:	Forward Plan
Date of Assessment:	28 October 2020

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

	Yes	No
<p><b>Will you be processing SENSITIVE or “special category” personal data?</b></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><b>Will you be processing data on a large scale?</b></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><b>Will your project or system have a “social media” dimension?</b></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><b>Will any decisions be automated?</b></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><b>Will your project/system involve CCTV or monitoring of an area accessible to the public?</b></p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p><b>Will you be using the data you collect to match or cross-reference against another existing set of data?</b></p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p><b>Will you be using any novel, or technologically advanced systems or processes?</b></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.

<b>Name of policy, strategy or function:</b>	Forward Plan
<b>Version and release date of item (if applicable):</b>	
<b>Owner of item being assessed:</b>	Moira Fraser
<b>Name of assessor:</b>	Linda Pye
<b>Date of assessment:</b>	03 February 2021

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

<b>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?</b>	
<b>Aims:</b>	
<b>Objectives:</b>	
<b>Outcomes:</b>	
<b>Benefits:</b>	

<b>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.</b> (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.)		
<b>Group Affected</b>	<b>What might be the effect?</b>	<b>Information to support this.</b>
None		

<b>Further Comments relating to the item:</b>

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

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.

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

**Name: Linda Pye**

**Date: 03 February 2021**

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

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# West Berkshire Council Forward Plan

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**West Berkshire Council Forward Plan  
15 April 2021 - 31 July 2021**

<b>Key:</b>	C = Council
	DOD = Delegated Officer Decision
	EX = Executive
	GE = Governance and Ethics Committee
	HWB = Health and Wellbeing Board
	ID = Individual Decision
	PC = Personnel Committee
	PP = Joint Public Protection Committee

Reference	Item	Purpose	Decision Body	Month/Year	Executive	ID	Date Report Published	Council	Governance and Ethics Committee	OSMC	Other	Officer and Contact No	Directorate	Lead Member	Consultee(s)	Part II	Call In
EX3952	Risk Management Strategy	To set out the overarching framework for managing risk at the Council, the Council's risk appetite and latest Corporate Risk Register.	EX	01 April 2021	29/04/21 EX		21/04/21		19/04/21 GE			Joseph Holmes	Resources	Internal Governance		No	Yes
EX4006	Devolution of Hermitage Green	To consider Hermitage Parish Council's request for the leasehold transfer, and all future maintenance responsibility, of Hermitage Green open space including the playground.	EX	01 April 2021	29/04/21 EX		17/03/21					Paul Hendry	Place	Transport and Countryside		No	Yes
EX3985	Review of Library Services	To review the provision of library services.	EX	01 April 2021	29/04/21 EX		21/04/21					Paul James	Place	Public Health and Community Wellbeing, Leisure and Culture		No	Yes
EX4010	Newbury Sports Ground - Update on Negotiations	To provide an update on negotiations in relation to the Newbury Sports Ground.	EX	01 April 2021	29/04/21 EX		21/04/21					Paul Anstey	Place	Public Health and Community Wellbeing, Leisure and Culture			
EX4011	Timelord 2 Final Report	To present the Timelord 2 final report.	EX	01 April 2021	29/04/21 EX		21/04/21					Nick Carter	Resources	Leader, District Strategy and Communications			
GE3894	Internal Audit – Interim Report 2020-21	To update the Committee on the outcome of Internal Audit work carried out during 2020/21	GE	01 April 2021			09/04/21		19/04/21 GE			Julie Gilhespey	Resources	Internal Governance		No	No
GE3895	Internal Audit Plan 2021/22	This report sets out the proposed Internal Audit Work for the three year period from 2021/22 to 2023/24.	GE	01 April 2021			09/04/21		19/04/21 GE			Julie Gilhespey	Resources	Internal Governance		No	No
GE3955	Local Code of Corporate Governance	To provide a Code of corporate governance to the Governance & Ethics Committee to approve. The code is part of the overall system of internal control at the Council and supports the provision of the Annual Governance Statement (AGS) which is approved annually by the Governance and Ethics Committee.	GE	01 April 2021			09/04/21		19/04/21 GE			Joseph Holmes	Resources	Internal Governance		No	Yes
GE3986	Update on Progress with Constitution Review	To provide the Governance and Ethics Committee with an update on progress being made with the review of the Constitution including a response to the Motion brought to the March 2020 Council meeting.	GE	01 April 2021			09/04/21		19/04/21 GE			Maira Fraser	Resources	Internal Governance		No	No
EX3911	Revenue Financial Performance Report - Q3 of 2020/21	Quarter three revenue report for 2020/21.	EX	01 February 2021	11/02/21 EX		05/02/21					Melanie Ellis	Resources	Finance and Economic Development		No	No
GE4032	Action Plan to Respond to the Audit Review of the Governance and Ethics Committee	To set out an action plan with associated timescales, including revised terms of reference and a training programme to respond to the issues identified by the review of the Committee.	GE	01 April 2021			09/04/21		19/04/21 GE			Julie Gilhespey	Resources	Internal Governance			
OSMC	Covid-19 Related Income Risks	To consider risks and associated mitigation strategies associated with changes to parking revenues and other income streams as a result of the Covid-19 pandemic.	OSMC	01 April 2021						20/04/21		Joseph Holmes	Resources	Finance and Economic Development		No	
OSMC	Leisure Strategy	To agree Terms of Reference for the Task and Finish Group.	OSMC	01 April 2021						20/04/21		Gordon Oliver	People	Public Health and Community Wellbeing, Leisure and Culture		No	
OSMC	Community Safety	Meeting as Crime and Disorder Committee, to receive presentations on and consider: performance of the Building Communities Together Partnership in 2020/21 and their priorities for 2021/22	OSMC	01 April 2021						20/04/21		Susan Powell	People	This report applies to all Portfolios		No	
OSMC	Traded Services	To provide further detail on the performance of the Council's traded services and the operation of the Commercial Board.	OSMC	01 April 2021						20/04/21		Andy Sharp	People	Finance and Economic Development		No	
PC4020	Workforce Strategy		PC	01 April 2021			15/04/21				23/04/21 PC	Rebecca Bird	Resources	Internal Governance			
C3933	Health Scrutiny arrangements across Buckinghamshire, Oxfordshire and Berkshire West (BOB)	To consider the proposal to form a new mandatory committee with health scrutiny powers to consider matters affecting patient flow across the whole Buckinghamshire, Oxfordshire and Berkshire West integrated care system geography.	C	01 May 2021			23/04/21	04/05/21 C		09/02/21		Gordon Oliver	People	Public Health & Community Wellbeing, Leisure and Culture		No	Yes
C3959	West Berkshire Local Plan Review 2036	Formal approval of Council to go out to Regulation 19 Consultation	C	01 May 2021			23/04/21	04/05/21 C				Bryan Lyttle	Place	Planning and Housing		No	No
C3992	Monitoring Officer's Annual Report to the Governance and Ethics Committee –2020/2021	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 2021			23/04/21	04/05/21 C				Sarah Clarke	Resources	Chairman of the Governance and Ethics Committee		No	No

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C3993	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 2021			23/04/21	04/05/21 C			Moira Fraser	Resources	Leader, District Strategy and Communications		No	No
C3997	Appointment of and Allocation of Seats on Committees for the 2021/22 Municipal Year	To consider the appointment and allocation of seats on Committees for the next Municipal Year in accordance with the duty under Section 15 of the Local Government Housing Act 1989. To agree the Council's Policy Framework for 2021/22 To agree the terms of reference of the Council's Committees.	C	01 May 2021			23/04/21	04/05/21 C			Moira Fraser	Resources	Leader, District Strategy and Communications		No	No
C4008	Health Scrutiny	To consider a proposal to form a new Health Overview and Scrutiny Committee, reporting to the Overview and Scrutiny Management Commission, which would be responsible for scrutiny of NHS services in West Berkshire.	C	01 May 2021			23/04/21	04/05/21 C	09/02/21		Gordon Oliver	People	Public Health & Community Wellbeing, Leisure and Culture		No	No
C3994	Election of the Chairman for the Municipal Year 2021/22	To elect the Chairman for the 2021/22 Municipal Year.	C	01 May 2021				04/05/21 C			Moira Fraser	Resources	Leader, District Strategy and Communications		No	No
C3995	Appointment of Vice-Chairman for the Municipal Year 2021/22	To appoint the Vice Chairman for the 2021/22 Municipal Year.	C	01 May 2021				04/05/21 C			Moira Fraser	Resources	Leader, District Strategy and Communications		No	No
C3996	Appointment of the Executive by the Leader for the 2021/22 Municipal Year	The Leader to announce the composition of the Executive for the 2021/22 Municipal Year.	C	01 May 2021				04/05/21 C			Moira Fraser	Resources	Leader, District Strategy and Communications		No	No
C4054	Recovery and Renewal Strategy 2021 Update	To present the 2021 Update of the Recovery and Renewal Strategy.	C	01 May 2021				04/05/21 C			Nick Carter/Joseph Holmes	Resources	Leader, District Strategy and Communications			
HWBB	Delivery of Health & Wellbeing Strategy - Q4	To provide the performance dashboard for the delivery of the health and wellbeing strategy and highlight any emerging issues.	HWBB	01 May 2021					20/05/21		Gordon Oliver	People	Public Health and Community Wellbeing, Leisure and Culture			
HWBB	Joint Health and Wellbeing Strategy	Presentation of final document.	HWBB	01 May 2021					20/05/21		Matt Pearce/Sarah Rayfield	People	Public Health and Community Wellbeing, Leisure and Culture			
HWBB	Voice of Disability	Report back on the recommendations made in relation to the Healthwatch VoD report.	HWBB	01 May 2021					20/05/21		Andrew Sharp					
HWBB	Housing Strategy	To present the Housing Strategy, which is due to be adopted in February 2021.	HWBB	01 May 2021					20/05/21		Gary Lugg	Place	Planning and Housing			
HWBB	Local Outbreak Control Plan	Updates on COVID in West Berkshire and measures put in place to manage local outbreaks	HWBB	01 May 2021					20/05/21		Matthew Pearce	People	Public Health and Community Wellbeing, Leisure and Culture			
HWBB	Covid Recovery	Update on development and implementation of the Recovery Strategy	HWBB	01 May 2021					20/05/21		Nick Carter/Joseph Holmes	Resources				
HWBB	Tackling Health Inequalities	Update on work to tackle health inequalities in West Berkshire particularly for diverse communities	HWBB	01 May 2021					20/05/21		Matthew Pearce	People	Public Health and Community Wellbeing, Leisure and Culture			
HWBB	ICP Transformation Programme	To provide an update on current activity	HWBB	01 May 2021					20/05/21		Andy Sharpe					
HWBB	Review of Health and Wellbeing Board Sub-Groups	To consider options for the structure of the Health and Wellbeing Board Sub-Groups to reflect the priorities identified in the Joint Health & Wellbeing Strategy.	HWBB	01 May 2021					20/05/21		Gordon Oliver	Resources				
HWBB	Review of Terms of Reference	To consider how the terms of reference for the Health and Wellbeing Board and Steering Group should change to reflect the new Strategy.	HWBB	01 May 2021					20/05/21		Gordon Oliver	Resources				
ID4025	Local Cycling & Walking Infrastructure Plan	Network plan for future active travel investment	ID	01 May 2021		01/05/21	TBC				Josh Kerry	Place	Transport and Countryside		no	yes
ID4049	Environment Delivery Strategy	To set out the strategy for the delivery of the Environment Strategy.	ID	01 May 2021		06/05/21					Jenny Graham	Place	Environment			
EX3914	Revenue Financial Performance Report - Q4 of 2020/21	To inform Members of the latest financial performance of the Council.	EX	01 June 2021	10/06/21 EX						Melanie Ellis	Resources	Finance and Economic Development			
EX3915	Capital Financial Performance Report - Q4 of 2020/21	To present the Q4 capital financial performance for Members to note.	EX	01 June 2021	10/06/21 EX						Shannon Coleman-Slaughter	Resources	Finance and Economic Development			
EX3973	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	01 June 2021	Jun-21						Andrew Reynolds	Place	Transport and Countryside			
EX3886	Key Accountable Performance 2020/21: Quarter Four	To report Q4 outturns for the Key Accountable Measures which monitor performance against the 2020/21 Council Performance Framework. To provide assurance that the objectives set out in the Council Strategy and other areas of significant activity are being managed effectively. To present, by exception, those measures that are predicted to be 'amber' or 'red' and provide information on any remedial action taken and the impact of that action. To recommend changes to measures/targets as requested by services.	EX	01 June 2021	10/06/21 EX		02/06/21		06/07/21		Catalin Bogos	Resources	Internal Governance		No	

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GE3689	External Audit Fee and Plan for financial year 2021/22	To present to members the Audit Fee Letter for 2021/22 from Grant Thornton. The letter sets out the fee for the audit in line with the prescribed scale fee set by the Public Sector Audit Appointments Ltd (PSAA). To provide Members with a copy of the External Audit Plan for 2021-22	GE	01 June 2021			04/06/21		14/06/21 GE		Shannon Coleman-Slaughter	Resources	Internal Governance		No	Yes
GE3891	Annual Audit Letter	To present the Annual Audit Letter.	GE	01 June 2021			04/06/21		14/06/21 GE		Joseph Holmes	Resources	Finance and Economic Development		No	Yes
ID4053	Environment Strategy Delivery Plan	To get formal approval for the first public version of the Environment Strategy Delivery Plan and the process for its ongoing revision and updating	ID	01 June 2021		10/06/21	02/06/21				Jenny Graham	Place	Environment		no	yes
LC4041	Draft Hackney Carriage and Private Hire Vehicle Driver and Operator Policy	To consider the draft policy arising from the Statutory Taxi and Private Hire Vehicles Standards Report prior to it going out to the trade for consultation.	LC	01 June 2021			11/06/21			21/06/21 LC	Sean Murphy	Place	Planning and Housing			
LC4043	Fireworks Policy	To agree the policy.	LC	01 June 2021							Anna Smy	Place	Planning and Housing			
	Draft Statement of Gambling Principles	To give initial consideration to the document prior to it being finalised at the November meeting before adoption by full Council in December 2021.	LC	01 June 2021							Sean Murphy	Place	Planning and Housing			
	Update Following Discussions at the Taxi and Private Hire West Berkshire Council Liaison Group	To provide the Committee with an update and raise any issues emanating from the Liaison Group meetings.	LC	01 June 2021							Sean Murphy	Place	Planning and Housing			
EX4009	Separate Food Waste Collection (Paragraph 3 - information relating to financial/business affairs of a particular person)	To agree a way forward in relation to separation of food waste	EX	01 July 2021	15/07/21 EX		07/07/21				Kofi Adu-Gyamfi	Place	Environment	Residents and local stakeholders via online public consultation	Yes	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	01 July 2021			16/07/21		26/07/21 GE		Shannon Coleman-Slaughter	Resources	Finance and Economic Development		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	01 July 2021			16/07/21		26/07/21 GE		Catalin Bogos	Resources	Internal Governance			
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	01 July 2021			16/07/21		26/07/21 GE		Julie Gillhespey	Resources	Internal Governance			
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	01 July 2021			16/07/21		26/07/21 GE		Shannon Coleman-Slaughter	Resources	Finance and Economic Development			
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	01 July 2021			16/07/21		26/07/21 GE		Joseph Holmes	Resources	Internal Governance			
OSMC	Joint Health and Wellbeing Strategy	To consider the draft Health and Wellbeing Strategy.	OSMC	01 July 2021				06/07/21			Matt Pearce/Sarah Rayfield	People	Public Health and Community Wellbeing, Leisure and Culture		No	
OSMC	New Ways of Working	To provide an update on and overview of the Council's New Ways of Working programme.	OSMC	01 July 2021				06/07/21			Melanie Best	Resources	Internal Governance			
OSMC	Recovery Strategy	To review progress in implementing the Recovery Strategy	OSMC	01 July 2021				06/07/21			Joseph Holmes	Resources	This report applies to all Portfolios			
OSMC	Leisure Strategy	To report the findings of the Scrutiny Review into the draft Leisure Strategy	OSMC	01 July 2021				06/07/21			Paul Anstey	People	Public Health and Community Wellbeing, Leisure and Culture			
OSMC	Inequalities in West Berkshire	To present a research report to the Commission outlining inequalities in West Berkshire, actions to address these and benchmarking data against comparable local authorities.	OSMC	01 July 2021				06/07/21			Matthew Pearce	People	This report applies to all Portfolios			
PC4050	Recruitment and Pay Scales	To consider a sample of current recruitment activity in order to analyse where employees are being recruited to on the banding within pay scales.	PC	01 July 2021					16/07/21 PC		Abi Witting	Resources	Internal Governance			

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