



Meeting of West Berkshire District Council

Thursday, 16th March, 2023

Summons and Agenda



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
to be held in the
**COUNCIL OFFICES, MARKET STREET,
NEWBURY**

on

Thursday, 16th March, 2023
at 7.00 pm



Sarah Clarke
Service Director – Strategy & Governance
West Berkshire District Council

Date of despatch of Agenda: Wednesday, 8 March 2023

AGENDA

Part I

1. **APOLOGIES FOR ABSENCE**

To receive apologies for inability to attend the meeting (if any). **(Pages 7 - 8)**

2. **CHAIRMAN'S REMARKS**

The Chairman to report on functions attended since the last meeting and other matters of interest to Members. **(Pages 9 - 10)**

3. **MINUTES**

The Chairman to sign as a correct record the Minutes of the Council meeting held on 1 December 2022 and the Extraordinary Council meeting on 23 February 2023. **(Pages 11 - 36)**



Agenda - Council to be held on Thursday, 16 March 2023 (continued)

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](#). **(Pages 37 - 38)**

5. **PETITIONS**

Councillors may present any petition which they have received. These will normally be referred to the appropriate body without discussion. **(Pages 39 - 40)**

6. **PUBLIC QUESTIONS**

Members of the Executive to answer questions submitted by members of the public in accordance with the Council Procedure Rules contained in the [Council's Constitution](#).

Please note that the list of public questions is shown under Item 6 in the agenda pack. **(Pages 41 - 42)**

7. **MEMBERSHIP OF COMMITTEES**

The Council to agree any changes to the membership of Committees. **(Pages 43 - 44)**

8. **LICENSING COMMITTEE**

The Council is asked to note that since the last **ordinary** meeting of the Council, the Licensing Committee met on 23 January 2023. A copy of the Minutes of this can be obtained from Democratic Services or via the [Council's website](#). **(Pages 45 - 46)**

9. **PERSONNEL COMMITTEE**

The Council is asked to note that since the last **ordinary** meeting of the Council, the Personnel Committee met on 9 February 2023 and 21 February 2023. Copies of the Minutes of these meetings can be obtained from Democratic Services or via the [Council's website](#) (once completed).

10. **GOVERNANCE AND ETHICS COMMITTEE**

The Council is asked to note that since the last **ordinary** meeting of the Council, the Governance and Ethics Committee met on 16 January 2023 and 6 March 2023. A copies Minutes of these meeting can be obtained from Democratic Services or via the [Council's website](#) (once completed).

11. **DISTRICT PLANNING COMMITTEE**

The Council is asked to note that since the last **ordinary** meeting of the Council the District Planning Committee has not met.

Agenda - Council to be held on Thursday, 16 March 2023 (continued)

12. OVERVIEW AND SCRUTINY MANAGEMENT COMMISSION

The Council is asked to note that since the last **ordinary** meeting of the Council, the Overview and Scrutiny Management Commission met on 7 March 2023. A copy of the Minutes of this meeting can be obtained from Democratic Services or via the [Council's website](#) (once completed).

13. HEALTH SCRUTINY COMMITTEE

The Council is asked to note that since the last **ordinary** meeting of the Council, the Health Scrutiny Committee met on 13 December 2022 and 14 March 2022. Copies of the Minutes of these meetings can be obtained from Democratic Services or via the [Council's website](#) (once completed).

14. HEALTH AND WELLBEING BOARD

The Council is asked to note that since the last **ordinary** meeting of the Council, the Health and Wellbeing Board met on 8 December 2022 and 23 February 2023. Copies of the Minutes of these meetings can be obtained from Democratic Services or via the [Council's website](#) (once completed).

15. JOINT PUBLIC PROTECTION COMMITTEE

The Council is asked to note that since the last **ordinary** meeting of the Council, the Joint Public Protection Committee met on 26 January 2023 and 13 March 2023. Copies of the Minutes of these meeting can be obtained from Democratic Services or via the [Council's website](#) (once completed).

16. STATUTORY PAY POLICY 2023 (C4304)

Purpose: The Council is required, in accordance with section 38 of the Localism Act 2011, to publish an annual pay policy statement. This report seeks to secure compliance with that duty, by seeking approval of the Statutory Pay Policy Statement for publication from 1st April 2023. **(Pages 47 - 72)**

17. UPDATES TO THE CONSTITUTION

Purpose: To update Council regarding the work undertaken by the Constitution Review Task Group and to propose the approval of the proposed Constitutional updates detailed in the report.

The completion of the Constitution review is an important part of the overall good governance of the Council and has been highlighted as an area to complete in the Annual Governance Statement. **(Pages 73 - 214)**



Agenda - Council to be held on Thursday, 16 March 2023 (continued)

18. MEMBER INDUCTION AND DEVELOPMENT PROGRAMME 2023/2024 (C4264)

Purpose: To give consideration to, and agree, the proposed Member Induction and Development Programme for 2023/24 following the District Council Election in May 2023. The Programme was considered and endorsed by the Member Development Group on 27 February 2023. **(Pages 215 - 226)**

19. CREATION OF AN ADDITIONAL EXECUTIVE DIRECTOR (PEOPLE), AND A TRANSFORMATION SERVICE DIRECTOR ROLE (C4345)

Purpose: To set out the proposed senior management structure, with greater resilience in the People Directorate to respond to the challenges facing that Directorate. Following the recent resignation of the Executive Director (People), a review has taken place and it is recommended to create two separate roles (currently one) for an Executive Director (People – Adult Social Care & Public Health) and Executive Director (People – Children’s Services).

Furthermore, to speed up the transformation process for Council services, improve efficiency for residents, and save expenditure, a temporary (two year) secondment role is proposed, entitled Service Director (Transformation), within the Resources Directorate. **(Pages 227 - 242)**

20. 2023/24 WEST BERKSHIRE COUNCIL TIMETABLE OF PUBLIC MEETINGS (C4331)

Purpose: To recommend a timetable of meetings for the 2023/24 Municipal Year. **(Pages 243 - 248)**

21. NOTICES OF MOTION

Please note that the list of Motions is shown under Item 21 in the agenda pack. **(Pages 249 - 252)**

22. MEMBERS' QUESTIONS

Members of the Executive to answer questions submitted by Members of the Council in accordance with the Council Procedure Rules contained in the [Council's Constitution](#).

Please note that the list of Member questions is shown under Item 22 in the agenda pack. **(Pages 253 - 254)**

If you require this information in a different format or translation, please contact Stephen Chard on telephone 01635 519462.