

# Notice of Meeting

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## Overview and Scrutiny Management Commission

**Tuesday, 7th March 2023 at 6.30 pm**  
in Council Chamber Council Offices  
Market Street Newbury

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Date of despatch of Agenda: Monday, 27 February 2023

For further information about this Agenda, or to inspect any background documents referred to in Part I reports, please contact Gordon Oliver on (01635) 519486  
e-mail: [gordon.oliver1@westberks.gov.uk](mailto:gordon.oliver1@westberks.gov.uk)

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WestBerkshire  
C O U N C I L

**Agenda - Overview and Scrutiny Management Commission to be held on Tuesday, 7 March 2023 (continued)**

- To:** Councillors Alan Law (Chairman), Adrian Abbs (Vice-Chairman), Jeff Brooks, James Cole, Tony Linden, Steve Masters, Biyi Oloko, Graham Pask, Tony Vickers, Lynne Doherty, Ross Mackinnon and Howard Woollaston
- Substitutes:** Councillors Dennis Benneyworth, Jeremy Cottam, Carlyne Culver, Lee Dillon, Gareth Hurley, Owen Jeffery, David Marsh and Andrew Williamson

## Agenda

<b>Part I</b>	<b>Page No.</b>
1. <b>Apologies for Absence</b> To receive apologies for inability to attend the meeting (if any).	5 - 6
2. <b>Minutes</b> To approve as a correct record the Minutes of the meeting of the Commission held on 29 November 2022.	7 - 18
3. <b>Actions from previous Minutes</b> To receive an update on actions following the previous Commission meeting.	19 - 20
4. <b>Declarations of Interest</b> 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' <a href="#">Code of Conduct</a> .	21 - 22
5. <b>Petitions</b> Purpose: To consider any petitions requiring an Officer response.	23 - 24
6. <b>Thames Valley Berkshire Local Enterprise Partnership Review</b> Purpose: To provide an overview of the functioning of the Thames Valley Berkshire Local Enterprise Partnership and consider its effectiveness in terms of how well it is delivering for West Berkshire, noting that the functions of LEPs are changing following a Government review that concluded in March 2022.	25 - 42
7. <b>Customer Journey Task and Finish Group - Final Report</b> Purpose: To present the work undertaken by the Customer Journey Task and Finish Group and their final recommendations.	43 - 98

**Agenda - Overview and Scrutiny Management Commission to be held on Tuesday, 7 March 2023 (continued)**

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| 8.  | <b>Libraries Review</b><br>Purpose: To present the findings of the 2021/22 Libraries Review. This follow-up review sets out to ensure that the service remains fit for purpose and meets community needs after the library transformation work which took place in 2016/17.  | 99 - 218  |
| 9.  | <b>Fees and Charges Task and Finish Group - Final Report</b><br>Purpose: This report presents the work undertaken by the Fees and Charges Task and Finish Group and their final recommendations.   | 219 - 286 |
| 10. | <b>Covid and Recovery Task and Finish Group - Draft Terms of Reference</b><br>Purpose: To present a draft terms of reference for a Covid and Recovery Task and Finish Group.   | 287 - 290 |
| 11. | <b>Revenue Financial Performance Report Quarter Three 2022/23</b><br>Purpose: To report on the in-year financial performance of the Council's revenue budgets. (This item is for information only.)  | 291 - 312 |
| 12. | <b>Capital Financial Performance Report Quarter Three 2022/23</b><br>Purpose: The financial performance report provided to Members on a quarterly basis reports on the under or over spends against the Council's approved capital budget. This report presents the Quarter Two financial position. (This report is for information only.) | 313 - 330 |
| 13. | <b>Health Scrutiny Committee Update</b><br>Purpose: To receive an update from the Chairman of the Health Scrutiny Committee.   | 331 - 332 |
| 14. | <b>West Berkshire Council Forward Plan January to April 2023</b><br>Purpose: To advise the Commission of items to be considered by West Berkshire Council from January to April 2023 and decide whether to review any of the proposed items prior to the meeting indicated in the Plan.  | 333 - 350 |
| 15. | <b>Overview and Scrutiny Management Commission Work Programme</b><br>Purpose: To receive new items and agree and prioritise the work programme of the Commission.  | 351 - 352 |

Sarah Clarke  
Service Director Strategy and Commissioning

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