

# Notice of Meeting

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# Executive

**Thursday 19th September 2024 at 6.00 pm**

**in the Council Chamber Council Offices  
Market Street, Newbury**

**Note:** This meeting can be streamed live here: <https://www.westberks.gov.uk/executivelive>

Date of despatch of Agenda: Wednesday, 11 September 2024

For further information about this Agenda, or to inspect any background documents referred to in Part I reports, please contact Sadie Owen (Principal Democratic Services Officer) on 01635 519052 e-mail: [sadie.owen1@westberks.gov.uk](mailto:sadie.owen1@westberks.gov.uk)

Further information and Minutes are also available on the Council's website at [www.westberks.gov.uk](http://www.westberks.gov.uk)



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

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|-----|---|
| To: | Councillors Jeff Brooks (Chairman), Patrick Clark, Heather Codling, Iain Cottingham, Nigel Foot, Denise Gaines (Vice-Chairman), Stuart Gourley, Justin Pemberton, Louise Sturgess and Vicky Poole |
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# Agenda

## Part I

|  | Pages    |
|--|----------|
| 1. <b>Apologies for Absence</b><br>To receive apologies for inability to attend the meeting (if any).  | 5 - 6    |
| 2. <b>Minutes</b><br>To approve as a correct record the Minutes of the meeting of the Executive held on 25 July 2024.  | 7 - 14   |
| 3. <b>Declarations of Interest</b><br>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> .               | 15 - 16  |
| 4. <b>Public Questions</b><br>Members of the Executive to answer questions submitted by members of the public in accordance with the Executive Procedure Rules contained in the Council's Constitution.  | 17 - 18  |
| 5. <b>Petitions</b><br>Councillors or Members of the public may present any petition which they have received. These will normally be referred to the appropriate Committee without discussion.  | 19 - 20  |
| 6. <b>Financial Year 2024/25 Quarter One Capital Financing Performance Report (EX4513)</b><br>Purpose: the report presents the provisional outturn position for financial year 2024/25 against the approved capital programme and financing implications for financial year 2025/26. | 21 - 32  |
| 7. <b>2024/25 Revenue Financial Performance Quarter One (EX4516)</b><br>Purpose: to report on the financial performance of the Council's revenue budgets for Quarter One of the 2024/25 financial year.  | 33 - 60  |
| 8. <b>Draft Waste Management Strategy (EX4406)</b><br>Purpose: to seek approval to publish the draft waste management strategy (enclosed at Appendix A) for public consultation.   | 61 - 114 |



**Agenda - Executive to be held on Thursday, 19 September 2024 (continued)**

9. **West Berkshire Domestic Abuse Strategy 2024-27 (EX4546)** 115 - 168  
Purpose: to approve West Berkshire Council's (the 'Council') Domestic Abuse Strategy 2024-27 ('Strategy'). The Strategy has been produced because it's existing Domestic Abuse Strategy 2020-23 and Domestic Abuse Safe Accommodation Strategy 2021-23 are subject to review. A Strategy is a statutory requirement under Part 4 of the Domestic Abuse Act 2021 (the 'Act').
10. **Carers Strategy (EX4577)** 169 - 220  
Purpose: the Strategy is a key document in setting out how the council will support carers in the district.
11. **Briefing Note - Customer Charter Refresh (EX4534)** 221 - 228  
Purpose: to review and refresh the formal public-facing Customer Charter created in 2022.
12. **Charitable Sector Memorandum of Understanding (EX4597)** 229 - 238  
Purpose: the report provides an update on progress to develop a Memorandum of Understanding (MOU) between West Berkshire Council (WBC) and the Charitable Sector.
13. **2024/25 Performance Report Quarter One (EX4540)** 239 - 284  
Purpose: to provide assurance that the priority areas in the [Council Strategy 2023-2027](#) are being managed effectively, and where performance has fallen below the expected level, present information on the remedial action taken and the impact of that action.
14. **Accommodation Review: Proposed Disposal of Unit 1 Turnhams Green Business Park (EX4507)** 285 - 302  
Purpose: as part of the Council's Transformation programme approved by the Executive, the Council is focussing on reviewing its accommodation. One area where a disposal has been identified as a preferred option is in respect of the Council's offices located at Turnhams Green and the recommendations within this report would see this realised.
15. **Members' Questions** 303 - 304  
Members of the Executive to answer questions submitted by Councillors in accordance with the Executive Procedure Rules contained in the Council's Constitution.
16. **Exclusion of Press and Public**  
RECOMMENDATION: That members of the press and public be excluded from the meeting during consideration of the following items as it is likely that there would be disclosure of exempt information of the description contained in the paragraphs of Schedule 12A of the Local Government Act 1972 specified in brackets in the heading of each item. [Section 10 of Part 10 of the Constitution refers.](#)



## Part II

17. **Accommodation Review: Proposed Disposal of Unit 1 Turnhams Green Business Park - Confidential Appendix (EX4507)** 305 - 306

*(Paragraph 3 – information relating to financial/business affairs of particular person)*

*(Paragraph 5 – information relating to legal privilege)*

Purpose: as part of the Council's Transformation programme approved by the Executive, the Council is focussing on reviewing its accommodation. One area where a disposal has been identified as a preferred option is in respect of the Council's offices located at Turnhams Green and the recommendations within this report would see this realised.



Sarah Clarke  
Service Director: Strategy and Governance

If you require this information in a different format or translation, please contact Sadie Owen on telephone (01635) 519052.

