

# Summary of Executive Decisions taken on 3 July 2025

---

## Part I

### Capital Financing Report Outturn Financial Year 2024/25 (EX4694) (Item 6.)

Resolved that: Members are informed of:

- The provisional outturn of £41.1 million against the 2024/25 capital programme of £59.2 million.
- The impact of required capital financing on the Council's Capital Financing Requirement (CFR) and liability benchmark which identifies the Council as a long-term borrower of funding. (Appendix B).
- £18.3m of planned expenditure to be reprofiled into financial year 2025/26 (Appendix A). (Slippage discussed in Asset and Capital Group 28.04.2025)
- £1.6m of funding proposed to be brought forward from approved expenditure from financial year 2025/26 into financial year 2024/25 (Appendix A). (Slippage discussed in Asset and Capital Group 28.04.2025)
- Members are informed of the following adjustments to the 2025/26 capital programme:
  - £150,000 of external funding for Bus Service Improvement plan,
  - £118,347 of external grant for Royal Berkshire Archives extension,

Members are asked to approve:

- £408k of additional Council funding relating to Social Care Case Management System, increasing the budget provision from £960k agreed as part of the 2025/26 capital programme, to £1.37 Million. The increase is required to fund additional technical consultancy support for implementation.
- £316k of external grant for the expansion of childcare and wraparound places,
- £2.3m of combined funding (£1.86 million external funds and £460k Council funding), for the Royal Berkshire Archives extension.

*This decision is eligible to be 'called-in'. However, if the decision has not been 'called-in' by 5.00pm on Friday 11 July 2025, then it will be implemented.*

---

### 2024/25 Revenue Financial Performance: Provisional Outturn (EX4695) (Item 7.)

Resolved that: Executive note

To note the provisional management accounting outturn of £15.9m overspend, this is prior to the following adjustments noted below, which result in an adjusted overspend position of £6.77m. Executive should also note that even with the adjustments, the outturn would have resulted in negative reserves without the application of EFS funding. The adjustments are as follows:

---

**If you have any queries regarding these decisions, please contact:**

**Sadie Owen, Principal Democratic Services Officer** Tel: (01635) 519052 or e-mail: [sadie.owen1@westberks.gov.uk](mailto:sadie.owen1@westberks.gov.uk)

## Summary of Executive Decisions taken on 3 July 2025 (continued)

---

- The Dedicated Schools Grant (DSG) overspend of £6.68m. The overspend is subject to a statutory override, enabling the Council to transfer the overspend to a separate reserve protecting the Council's General Fund. The overall cumulative deficit relating to the DSG held on the Council's Balance Sheet as at 31.3.2025 is approximately £16.5m. This is impacting the Council's revenue budget with a capital financing cost of £750k per annum. The deficit is projected to increase to £31-37m by the end of 2025/26, increasing the revenue impact to £1.4- £1.67m per annum.
- The Public Health Grant underspend of £181k. Public Health funds are ringfenced and cannot be deployed in support of the Council's General Fund position. Unutilised Public Health funding is held in a separate reserve to the Council's General Fund. The overall cumulative reserve Public Health reserve held on the Council's Balance Sheet as at 31.3.2025 is approximately £1.19m.
- The Council has limited ringfenced revenue reserves beyond the General Fund. The 2024/25 position utilises £17k from the Proceeds of Crime Act reserve and £428k from Commuted Sums earmarked reserves for open spaces, play equipment and highways. The overall cumulative non-General Fund reserves held on the Council's Balance Sheet as at 31.3.2025 is approximately £3.4m (provisional).
- In accordance with the Council's policy on the use of flexible capital receipts, application of £2.868m of capital receipts in the form of transformation funding against the revenue outturn position. The remaining capital receipts balance held on the Council's Balance Sheet and committed against future transformation projects, as at 31.3.2025 is approximately £4.5m (provisional).
- The annual Minimum Revenue Provision (MRP) adjustment of £4.36m. MRP is a capital financing adjustment between the General Fund and unusable reserves relating to the provision for the repayment of debt in accordance with the CIPFA Accounting Code of Practice and CIPFA Prudential Code for Capital Finance.

Members are informed:

- That the provisional revenue deficit in the outturn is in excess of the Council's General Fund position as at 1.4.2024 (start of the 2024/25 financial year). The General Fund in essence is fully deployed in support of delivery of the Council's revenue budget, with a further £2.4m deficit created.
- That it is anticipated as part of the finalisation of the Council's 2024/25 financial statements, that the provisional EFS allocation of £13m relating to 2024/25 will be fully deployed to mitigate the Council's outturn position and rebuild the Council's General Fund to the minimum balance required to support the 2025/26 revenue budget, as detailed in the budget papers adopted by Full Council in February 2025.

*This decision is not subject to call in as:*

- *Report is to note only*

*therefore it will be implemented immediately.*

---

## 2024/25 Performance Report Q4 (EX4542) (Item 8.)

Resolved that: Executive

- Note the progress made in delivering the Council Strategy Delivery Plan 2023-2027 priorities scheduled for this financial year.

---

**If you have any queries regarding these decisions, please contact:**

**Sadie Owen, Principal Democratic Services Officer Tel: (01635) 519052 or e-mail: [sadie.owen1@westberks.gov.uk](mailto:sadie.owen1@westberks.gov.uk)**

## Summary of Executive Decisions taken on 3 July 2025 (continued)

---

- To review those areas where performance is below target i.e., reporting as 'Red' or 'Amber, and note that the appropriate remedial action is in place.
- Note that although the review of the measures by the Council had been approved by the time of reporting (deliberation on 15 May 2025), they are not applied to this report as the progress presented here predates said approval. The adopted changes will be reflected in the Q1 2025-2026 Performance Report whilst this presents results against the measures in place at the time of reporting

*This decision is eligible to be 'called-in'. However, if the decision has not been 'called-in' by 5.00pm on Friday 11 July 2025, then it will be implemented.*

---

## Voluntary and Charitable Sector Memorandum of Understanding (EX4653) (Item 9.)

Resolved that:

- It is recommended that the Executive agrees to the adoption of the MOU by the Council and invites the VCS bodies named within to do the same.

*This decision is eligible to be 'called-in'. However, if the decision has not been 'called-in' by 5.00pm on Friday 11 July 2025, then it will be implemented.*

---

## Motion Adopting Open Space in New Development (EX4686) (Item 10.)

Resolved that: Executive

- Support the motion in principle, but with amendments to 1 to 4 of the Motion as follows (reasons are set out in the main body of the report);
- It is recommended that 1 and 2 above are combined and worded as follows;  
To endorse a review of the application of the Council's policies regarding securing and adopting public open space including an investigation into the financial and legal implications of any change in approach.
- It is recommended that 3 of the motion is amended as follows;  
To enhance the approach to engaging with Town and Parish Councils regarding funding, management and adoption of public open space.
- It is recommended to support point 4 of the motion

*This decision is eligible to be 'called-in'. However, if the decision has not been 'called-in' by 5.00pm on Friday 11 July 2025, then it will be implemented.*

---

## Healthcare in New Developments (EX4687) (Item 11.)

Resolved that: Executive

Support the implementation of the Task and Finish Group's recommendations summarised

---

**If you have any queries regarding these decisions, please contact:**

**Sadie Owen, Principal Democratic Services Officer Tel: (01635) 519052 or e-mail: [sadie.owen1@westberks.gov.uk](mailto:sadie.owen1@westberks.gov.uk)**

## Summary of Executive Decisions taken on 3 July 2025 (continued)

---

below and the associated actions set out in Appendix B.

- The Development Manager, Planning Policy Manager, Senior Primary Care Estate Manager and Senior Programme Manager (Primary Care Estates) to meet regularly to review their engagement on applications and that responses are timely and evidenced. To seek out and together review best practice regularly and make improvements in their ways of working. To hold each other to account and communicate effectively. To work closely on negotiations and to think broadly about the needs of the community and involve other stakeholders.
- The West Berkshire Council Planning Team to work with GP practices directly to understand their needs and requirements for new developments.
- The ICB to review how they work with GPs regarding the primary care needs of new developments and to consider any improvements that could be made.
- The Senior Primary Care Estate Manager and Senior Programme Manager (Primary Care Estates) to consider how they can input into the CIL charging structure when it is next reviewed. To be prepared through seeking best practice elsewhere to provide evidence requested and to be clear how much is needed for new developments.
- The Planning Policy Manager to consider a review of the CIL spending strategy.
- The Council, in collaboration with key stakeholders, to consider the opportunity of health hubs or multipurpose community facilities. This could be owned by the local authority and leased to the ICB or GP's, or created by developers in the first phase of development and sold to GP practices for a nominal fee. To consider best practice, the local approach and new ways of delivering provisions. The NHS requirements to be built into the Council's wider thinking around multipurpose hubs.
- The ICB to continue work on workforce planning and staffing to support any infrastructure and to work closely with the local authority. The Berkshire West Place Director to keep the Health Scrutiny Committee updated.
- The Senior Programme Officer for the Wider Determinants of Health to request a peer review of the Healthy Planning Protocol from relevant colleagues at the Department for Health and Social Care (DHSC) that specialise in healthy place shaping and the planning process. Consider implementing any changes and recommendations that arise through the review.
- Further collaboration by Senior Programme Officer for the Wider Determinants of Health, the Development Manager and Planning Policy Manager with developers to finalise guidance and supporting documents with developers. To consider how to guide developers when consulting with the public for HIAs.
- The Health Scrutiny Committee to endorse the Healthy Planning Protocol, including Health Impact Assessments and any associated Service Level Agreements, to Heads of Service and Corporate Board.
- The Health Scrutiny Committee to endorse an application to Corporate Board/Financial Review Panel to approve a new Officer post for implementing the HPP
- The Senior Primary Care Estate Manager and Senior Programme Manager (Primary Care Estates) to work with the Senior Programme Officer for the Wider Determinants of Health to ensure the HPP is suitable for the ICB and staffed accordingly. The ICB to ensure there is suitable resource to implement this effectively in collaboration with stakeholders.
- The Planning Policy Manager and Development Manager to review if Planning have adequate resources needed to implement HIAs, improve collaboration and deliver the appropriate training. National guidance is available which can begin to strengthen the

---

**If you have any queries regarding these decisions, please contact:**

**Sadie Owen, Principal Democratic Services Officer Tel: (01635) 519052 or e-mail: [sadie.owen1@westberks.gov.uk](mailto:sadie.owen1@westberks.gov.uk)**

## Summary of Executive Decisions taken on 3 July 2025 (continued)

---

approach whilst the HPP is in development.

- The Senior Programme Officer for the Wider Determinants of Health, Development Manager and Planning Policy Manager to consider how best to engage with developers, for example via the developers' forum, to encourage them to use healthy design, provide health features in developments, and remind them that such actions help to fulfil their own companies' ESG commitments.
- Public Health to deliver a public health prevention approach workshop for all elected Members, including public health data skills (the West Berkshire Observatory and Public Health Outcomes Framework data) and the HPP.
- The Senior Programme Officer for the Wider Determinants of Health, Development Manager and Planning Policy Manager to consider further training on healthy places in planning for all Members.
- The Council to explore 'design guides' or frameworks to supplement the HPP and supporting documents for prospective developers. These to be shaped around public health and council priorities.
- The Council to consider community engagement and engagement with town and parish councils and West Berkshire Council Members for continuity and accountability in design and in keeping the communities sustainable.

*This decision is eligible to be 'called-in'. However, if the decision has not been 'called-in' by 5.00pm on Friday 11 July 2025, then it will be implemented.*

---

### **Contract for Award: 9 Month Block Beds 'Bupa UK'(EX4685) (Item 12.)**

Resolved that:

It is recommended that Executive approve a direct award to Bupa UK for 25 block beds from the July 2025 to March 2026 following the publication of Notices under the Procurement Act 2023 (PA2023).

*This decision is not subject to call in as:*

- *a delay in implementing the decision this would cause the Council serious financial implications or could compromise the Council's position.*

*therefore it will be implemented immediately*

---

### **Commercial Property Disposal - Units 1 and 2 Cleveland Gate Retail Park, Guisborough (EX4715) (Item 13.)**

Resolved that: Executive

- Delegate authority to the Service Director – Finance, Property & Procurement in consultation with Executive Member for Finance & Resources (Risk Management & Procurement) and the Service Director - Strategy & Governance to consider, review and accept any appropriate offer made in accordance with this report and in the parameters of the information contained in the Part II appendix to this report and;
  - Delegate authority to the Service Director - Strategy & Governance in consultation with
- 

**If you have any queries regarding these decisions, please contact:**

**Sadie Owen, Principal Democratic Services Officer Tel: (01635) 519052 or e-mail:  
sadie.owen1@westberks.gov.uk**

## Summary of Executive Decisions taken on 3 July 2025 (continued)

---

the Service Director - Finance, Property & Procurement to enter into the relevant sale documentation including any amendments as shall be necessary to that documentation in accordance with agreed sales heads of terms for the disposal of  
Units 1 and 2 Cleveland Gate Retail Park, Guisborough TS14 7FE

*This decision is not subject to call in as:*

- *a delay in implementing the decision this would cause the Council serious financial implications or could compromise the Council's position.*

*therefore it will be implemented immediately*

---

---