

## WEST BERKSHIRE COUNCIL'S FORWARD PLAN 1 APRIL 2022 - 31 JULY 2022

### The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

1. This document gives 28 clear days notice of key decisions which the Executive and Individual Executive Members or Officer expect to take.
2. The document is updated as required and is available to the public on the Council's website.
3. The Executive is made up of the Executive Leader, Deputy Leader and seven Executive Members with the following portfolios:

Executive Leader of the Council District Strategy and Communications	Councillor Lynne Doherty
Deputy Leader and Executive Member for Health and Wellbeing	Councillor Graham Bridgman
Housing, Leisure and Culture	Councillor Howard Woollaston
Finance and Economic Development	Councillor Ross Mackinnon
Planning, Transport & Countryside	Councillor Richard Somner
Children, Young People and Education	Councillor Dominic Boeck
Environment & Transformation	Councillor Steve Ardagh-Walter
Adult Social Care	Councillor Joanne Stewart
Internal Governance and Strategic Partnerships	Councillor Tom Marino

4. Key decisions are those executive decisions which are likely to result in spending or savings which are "significant" in relation to the budget for the service or function in question, or in terms of the effect on communities living or working in two or more wards or electoral divisions. All contracts above £500,000 require a key decision in accordance with the Constitution.
5. The Regulations and the Council's Constitution provide for urgent key decisions to be made, even though they have not been included in this document in accordance with General Exception and Special Urgency provisions.
6. The Forward Plan will also contain details of intended review activity by the Overview and Scrutiny Management Commission and its Sub-Committee(s) or another body e.g. Task Group associated with the Overview and Scrutiny Management Commission.

7. Copies of the Council's Constitution and agenda and minutes for all meetings of the Council may be accessed on the Council's website.
8. For copies of reports or other documents, and for detailed information regarding specific issues to be considered by the Executive, individual Member or officer please contact the named Lead Officer for the item concerned.
9. For further details on the time of meetings and general information about the Plan please email [executivecycle@westberkshire.gov.uk](mailto:executivecycle@westberkshire.gov.uk) or by writing to the address below.

Publication Date: 1 April 2022

Shiraz Sheikh  
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West Berkshire Council, Council Offices  
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Newbury  
RG14 5LD

Decision Due Date	Title	Purpose	Key Decision e.g. Yes/ No	Decision Maker e.g. Executive Individual Decision Officer decision	Consultation e.g. Members including shadow exec members	Background Papers (All Papers are available for inspection via the Lead Officer)	Lead Officer e.g report author	Report likely to be considered in private (i.e., it contains confidential or exempt information)
26 May 2022	School Streets Calcot - Experimental Traffic Order	To consider the responses received during statutory consultation.	No	Portfolio Holder: Planning, Transport and Countryside			Cheryl Evans	Open
9 Jun 2022	Strategic Asset Management Plan (SAMP)	To present proposed annual refresh of SAMP. The SAMP is a formal document laying out the council's approach to the management of its building and land assets.	No	Executive	N/A		Richard Turner	Open
9 Jun 2022	Windmill Court and Stafford House - Restrictive Covenants	To enable a decision on whether to lift the restrictions and restrictive covenants on the titles of the above properties to permit redevelopment of the site by	No	Executive			Martin Syrett	Fully exempt Information relating to the financial or business affairs of any particular person (including the authority holding that

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		Sovereign Housing Association.						information)
9 Jun 2022	Residents' Survey 2021 – Key Findings	To present the results of the West Berkshire Resident's Survey 2021	No	Executive			Catalin Bogos	Open
9 Jun 2022	Capital Financial Performance Report Q4 of 2021/22	To present the Q4 capital financial performance for Members to note.	No	Executive	With the Portfolio Holder for Finance and Development		Shannon Coleman-Slaughter	Open
9 Jun 2022	Revenue Financial Performance Report Q4 2021/22	To inform Members of the latest financial performance of the Council.	No	Executive	With the Portfolio Holder for Finance and Development		Melanie Ellis	Open
9 Jun 2022	Review of Town and Parish Engagement	To review work carried out to understand and address improvements in the engagement with town and parish councils.	No	Executive			Samantha Shepherd	Open

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9 Jun 2022	London Road Industrial Estate Project Refresh	To approve revised strategic objectives and a revised delivery strategy for the London Road Industrial Estate. To account for evolving economic drivers, market demand and the district's ambition to be carbon neutral by 2030.	Yes	Executive	(1) Existing leaseholders and occupiers (2) Employees, local residents and the public in general (3) Interested parties (3) Statutory consultees		Katharine Makant	Open
9 Jun 2022	Approval to adopt a new First Homes Policy	To brief members on a new affordable housing product 'First Homes' introduced into national policy through a written ministerial	No	Executive	Communicating the draft policy to local stakeholder through the drafting of the policy.		Janet Weekes	Open

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		statement in May 2021, and to consider West Berkshire policy position on First Homes.						
27 Jun 2022	Outside Bodies - Appointment	To appoint to the list of outside bodies requesting Council representation	Yes	Portfolio Holder: Leader of Council, District Strategy and Communications			Vicki Yull	Open
27 Jun 2022	Appointment to SACRE	To appoint two new members to SACRE.	Yes	Portfolio Holder: Children, Young People and Education			Sadie Owen	Open
7 Jul 2022	Key Accountable Performance 2021/22 Quarter 4	To report Q4 outturns for the Key Accountable Measures which monitor performance against the 2021/22 Council Performance	No	Executive	Members of the Executive		Catalin Bogos	Open

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		<p>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.</p>						
7 Jul 2022	Downlands	Contract Award	Yes	Executive	Stakeholder		Vickie Collins	Open

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	Sports Centre at the Downs School	Report - Delegated Authority Request			Meetings, Email, Telephone			
7 Jul 2022	Theale Social Emotional Mental Health Needs/Autism Spectrum Disorders Secondary Provision	Contract award report. Delegated Authority Request. Contract needs to be awarded by 01.09.22.	Yes	Executive	Stakeholder meetings, email, telephone		Vickie Collins	Open
7 Jul 2022	Summary of Covid-19 Recovery work	To provide a summary of the recovery work completed by the Council in delivering the Recovery Strategy	Yes	Executive			Sadie Owen	Open
7 Jul 2022	Adult Social Care Strategy	To sign off the ASC Strategy, updated following public consultation.	Yes	Executive			Paul Coe	Open
7 Jul 2022	Children & Young Peoples	To award the contract for the supply/provisio	Yes	Executive	Procurement has been carried out by		Millie Smith	Open



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	Integrated Therapies (CYPIT)	n of the CYPIT Service following a tender process.			Wokingham as lead authority.			
7 Jul 2022	Continued impact of Covid and energy cost inflation on the provision of leisure centres in West Berkshire.	To update on the continued impact of Covid in the light of the cessation of UK support from the National Leisure Recovery Fund and the subsequent risk to business continuity for the current leisure management contract. To outline the risks involved with the extension of the current leisure management contract to June 30, 2023, to allow for the	Yes	Executive			Jim Sweeting	Open

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		full procurement exercise to be completed on a new management contract.						
22 Sep 2022	Review of Libraries Service	To evaluate the impact of the transformation of the library service which took place in 2017-18 and put forward any additional options for improving the service for residents.	Yes	Executive	Community Needs Assessment Stakeholder Surveys – volunteers, staff, service managers, hard to reach groups Public Survey including library users and non-users Parish and Town Council engagement sessions		Felicity Harrison	Open
22 Sep 2022	Helping West Berkshire Taxi Trade Go Greener	To consider options available to the Council to assist the local	Yes	Executive	EAG and LC at meetings, the Taxi Trade at a Liaison meeting		Moira Fraser	Open

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		taxi trade to 'go greener' and provide incentives to entice them to switch to ultra-low emission vehicles and to respond to the motion tabled at the 18 January 2022 Council meeting which sought to introduce a fee based incentive scheme to help all forms of vehicles licensed by West Berkshire for public transport to go green.						
23 Mar 2023	Leisure Management Contract	West Berkshire Council is procuring an Operator Partner to manage, operate and	No	Executive			Jim Sweeting	Open

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		maintain a number of existing leisure and community facilities together with a proposed new facility to replace one of the existing facilities. The Contract is intended to commence on 1 July 2023 and to have a maximum term of 15 years.						
31 Mar 2023	Domestic Abuse Service Contract	To provide advance notice that Community & Wellbeing and Housing Teams will be going out to re-tender for our Core Domestic Abuse Service. The current contract expires	Yes	Andy Sharp - Executive Director			Catherine Greaves	Open

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		on 31st March 2023.						