

WEST BERKSHIRE COUNCIL'S FORWARD PLAN 1 JULY 2022 - 31 OCTOBER 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 or by writing to the address below.

Publication Date: 1 July 2022

Shiraz Sheikh
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Legal & Democratic Services
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Market Street
Newbury
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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)
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	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	Yes	Executive			Jim Sweeting	Open

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		outline the risks involved with the extension of the current leisure management contract to June 30, 2023, to allow for the full procurement exercise to be completed on a new management contract.						
7 Jul 2022	Downlands Sports Centre at the Downs School	Contract Award Report - Delegated Authority Request	Yes	Executive	Stakeholder Meetings, Email, Telephone		Vickie Collins	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	No	Executive	Members of the Executive		Catalin Bogos	Open

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		Council Performance 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						

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		by services.						
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
21 Jul 2022	Newbury Sports Hub Funding	Request for further funding	Yes	Executive			Jim Sweeting	Open
16 Aug 2022	Appointment to an Outside Body (Integrated Care Partnership)	To appoint a Member to the Integrated Care Partnership.	Yes	Portfolio Holder: Leader of Council, District Strategy and Communications			Gordon Oliver	Open
22 Sep 2022	Cultural Heritage Strategy Delivery Plan	This follows on from the Cultural Heritage Strategy Plan.	Yes	Executive			Felicity Harrison	Open

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22 Sep 2022	Provision of Grounds Maintenance Contract	To provide advance notice that the Transport & Countryside Team will be going out to tender for our Grounds Maintenance Contract which expires on 7th Jan 2023 - the contract will be let for an initial 5 years with an option to extend for a further 5.	No	Executive	Stakeholder engagement, meetings, telephone with Transport & Countryside team, Legal, Finance		Paul Hendry	Open
22 Sep 2022	Treasury Management Annual report	The report summarises the results of the Council's management of cash-flow, borrowing and investments in the financial year 2021/22.	Yes	Executive			Shannon Coleman-Slaughter	Open
22 Sep 2022	Key	To provide assurance that	No	Executive			Catalin Bogos	Open

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	Accountable Performance 2022/23: Quarter One	the core business and council priorities for improvement measures in the Council Strategy 2019-2023 are being managed effectively. To highlight successes and where performance has fallen below the expected level, to present information on the remedial action taken, and the impact of that action.						
22 Sep 2022	Helping West Berkshire Taxi Trade Go Greener	To consider options available to the Council to assist the local taxi trade to 'go greener' and	Yes	Executive	EAG and LC at meetings, the Taxi Trade at a Liasion meeting		Moira Fraser	Open

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		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.						
22 Sep 2022	Agency and Temporary Staff Contract	To provide advanced notice that West Berkshire Council is looking to re-procure a managed service provider	Yes	Executive			Chris Harris	Open

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		to source and fulfil all of its agency and temporary staff requirements. The contract is intended to commence on 4 March 2023 and to have a maximum term of 4 years.						
22 Sep 2022	Adult Social Care - preparation for CQC inspection	To update on the preparations West Berkshire Council is making for the planned Care Quality Commission (CQC) inspections of local authority Adult Social Care (ASC) functions and to identify areas for investment	Yes	Executive			Paul Coe	Open
22 Sep 2022	Notrees Care	New recommendatio	Yes	Executive			Paul Coe	Open

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	Home	ns following the public consultation on the proposed closure of Notrees Care Home.						
3 Nov 2022	Response to Sprinklers Motion	To consider the response to the Sprinklers Motion submitted to Council in July 2021.	Yes	Executive			Bryan Lytle	Open
3 Nov 2022	Children & Young Peoples Integrated Therapies (CYPIT)	To award the contract for the supply/provision of the CYPIT Service following a tender process.	Yes	Executive			Millie Smith	Open
3 Nov 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	Yes	Executive	Community Needs Assessment Stakeholder Surveys – volunteers, staff, service managers, hard to reach groups Public Survey		Felicity Harrison	Open

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		improving the service for residents.			including library users and non-users Parish and Town Council engagement sessions			
3 Nov 2022	Medium Term Financial Planning Update	To provide Executive with an overview of the financial planning position for 2023-24 and beyond.	No	Executive			Joseph Holmes	Open
3 Nov 2022	CCTV Policy	To set out the obligations on the Council with respect to the use of CCTV. To seek approval for fuller consultation of the CCTV policy with a view to formal Executive approval to	Yes	Executive			Leigh Hogan	Open

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		follow.						
3 Nov 2022	Leisure Strategy Delivery Plan	To present the plan for implementing the Leisure Strategy.	Yes	Executive			Jim Sweeting	Open
3 Nov 2022	Transfer of the Freehold of the Corn Exchange Building to the Corn Exchange (Newbury) Trust	To provide an update on the current status of negotiations with the Corn Exchange (Newbury) Trust regarding the transfer of the freehold of the Corn Exchange and to propose how the Council concludes this matter.	Yes	Executive			Nicola Peacock	Open
3 Nov 2022	West Berkshire Co-Production Framework	The purpose of this report is to propose a Co-Production Framework for West Berkshire.	Yes	Executive	Citizens of West Berkshire, Voluntary and Community Sector Organisations, Town and Parish Councils, all		Samantha Shepherd	Open

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					Councillors.			
15 Dec 2022	Corporate Landlord Model Feasibility	To discuss and make recommendation regarding the potential change to the way West Berkshire Council manages and maintains its estate through a Corporate Landlord Model.	Yes	Executive			Richard Turner	Open
12 Jan 2023	Key Accountable Performance 2022/23: Quarter Two	To provide assurance that the core business and council priorities for improvement measures in the Council Strategy 2019-2023 are being managed effectively. To	No	Executive			Catalin Bogos	Open

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		highlight successes and where performance has fallen below the expected level, to present information on the remedial action taken, and the impact of that action.						
9 Feb 2023	North and East Thatcham Flood Alleviation Scheme	To gain approval to award the contract for the flood alleviation works following a full tender process.	Yes	Executive			Andrew Reynolds	Fully exempt Information relating to the financial or business affairs of any particular person (including the authority holding that information)
23 Mar 2023	Leisure Management Contract	West Berkshire Council is procuring an Operator	No	Executive			Jim Sweeting	Open

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		Partner to manage, operate and 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.						