

## WEST BERKSHIRE COUNCIL'S FORWARD PLAN 1 JANUARY 2023 - 30 APRIL 2023

### 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 January 2023

Shiraz Sheikh  
Service Lead  
Legal & Democratic Services  
West Berkshire Council, Council Offices  
Market Street  
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)
12 Jan 2023	Key Accountable Performance 2022/23: Quarters One & 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 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.	No	Executive			Catalin Bogos	Open
12 Jan 2023	Briefing Note - Social Value Policy	To provide an update on the Social Value Policy which was adopted by	No	Executive			June Graves	Open

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		the Council at Executive on 18th November 2021						
12 Jan 2023	Council Strategy	Draft Council Strategy for consultation.	Yes	Executive			Catalin Bogos	Open
12 Jan 2023	Council Customer Charter	To present a formal public-facing Customer Services Charter.	Yes	Executive			Gabrielle Mancini	Open
	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

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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)
9 Feb 2023	Energy Procurement Review	To report on the procurement route for the Council's energy for the current and 23/24 financial years and to present options and a recommendation on procurement route and products available for 24/25 onwards	Yes	Executive			Jenny Graham	Fully exempt Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

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9 Feb 2023	Revenue Financial Performance Report Q3 2022-2023	To inform Members of the latest financial performance of the Council.	Yes	Executive			Melanie Ellis	Open
9 Feb 2023	Capital Financial Performance Report Q3 2022-2023	To present the Q3 capital financial performance for Members to note.	Yes	Executive			Shannon Coleman-Slaughter	Open
23 Feb 2023	Experimental closure of Lawrence's Lane Thatcham and Station Road Newbury for Active Travel	To advise Portfolio Member of the consultation comments received during the 6 month experimental closure of the above two roads.	Yes	Portfolio Holder: Planning, Transport and Countryside			Gareth Dowding	Open
28 Feb 2023	Schools Funding Formula 2023/24	To approve the school funding formula distribution for 2023/24.	Yes	Portfolio Holder: Children, Young People and Education			Melanie Ellis	Open
9 Mar 2023	Three Year	To see the	Yes	Portfolio			Andrew	Open

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	Highway Improvement Programme 2023/24-2025/26	approval of the Executive member for Transport and Countryside to implement the Draft Three Year Highway Improvement programme 2023/24-2025/26 and proceed with the 2023/24 Improvement Programme.		Holder: Planning, Transport and Countryside			Reynolds	
20 Mar 2023	Internal Audit Update Report Quarter 3 2022/23	To update the Committee on the outcome of Internal Audit work carried out during Quarter 3 of 2022/23.	No	Governance and Ethics Committee			Julie Gillhespey	Open
23 Mar 2023	Motions referred to Environment Advisory Group	To report to the Executive on the responses to a number of Motions that have been	No	Executive			Jenny Graham	Open

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		referred to the Environment Advisory Group including actions taken and any recommendations						
23 Mar 2023	Building Maintenance Measured Term Contract	To gain approval to award the term contract for planned and reactive building maintenance works following a full tender process.	Yes	Executive			Sadie Owen	Fully exempt
23 Mar 2023	BBOWT Partnership Agreement Extension	To agree that the current Agreement is extended for a further 10 years in accordance with clause 2.1 of the Agreement	Yes	Executive			Paul Hendry	Open
23 Mar 2023	Review of the West Berkshire	To consider and where appropriate	Yes	Executive			Suzanne McLaughlin	Open



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	Council Contaminated Land Strategies	update the Contaminated Land Strategies for West Berkshire.						
	Leisure Strategy Delivery Plan	To present the plan for implementing the Leisure Strategy.	Yes	Executive			Jim Sweeting	Open
23 Mar 2023	Leisure Management Contract	West Berkshire Council is procuring an Operator 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	No	Executive			Jim Sweeting	Open

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		1 July 2023 and to have a maximum term of 15 years.						
23 Mar 2023	Medium Term Financial Planning Update	To provide Executive with an overview of the financial planning position for 2023-24 and beyond	Yes	Executive			Melanie Ellis	Open
23 Mar 2023	Response to petition to Full Council on the 1st December 2022	To provide a response to the petition presented to the Council meeting on the 1st December.	No	Executive			Joseph Holmes	Open
23 Mar 2023	Treasury Management Strategy	To review the Council's management of cash-flow, borrowing and investments in the financial year 2022/23.	Yes	Executive			Shannon Coleman-Slaughter	Open
23 Mar 2023	Town Centre	The report will	Yes	Executive			Sam Robins	Open

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	Place-Making Strategies for Thatcham and Hungerford	contain both Town Centre Strategies, one for Thatcham and one for Hungerford, as annexes. The purpose is for Executive to review the Strategies and sign them off prior to publication.						
23 Mar 2023	Motion to Council - Defibrillators	To provide a response to a motion raised at Council on 8 July 2021.	No	Executive			Gordon Oliver	Open
23 Mar 2023	Newbury Sports Hub	Revised costs and seeking permission to sign DMA.	Yes	Executive			Jim Sweeting	Open
23 Mar 2023	Hackney Carriage Tariffs	To consider any objections and whether or not to modify the hackney carriage fare scale in light of	Yes	Executive			Moira Fraser	Open

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		the objections received (and not withdrawn) during the consultation period.						
23 Mar 2023	Save the Readibus petition	To report on the receipt of a 1208 signature petition entitled 'Save the Readibus', which calls on the Council to 'review their decision on funding the Readibus service'	No	Executive			Jon Winstanley	Open
23 Mar 2023	Council Strategy 2019-23 Achievements		No	Executive			Catalin Bogos	Open
23 Mar 2023	Local Transport Plan Consultation	To notify the Executive of the initial public consultation that is happening on the Local	Yes	Executive			Alec Gore	Open

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		Transport Plan						
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 on 31st March 2023.	Yes	Andy Sharp - Executive Director			Catherine Greaves	Open
11 Apr 2023	Beech Hill Parish Plan		No	Portfolio Holder: Planning, Transport and Countryside			Jo Naylor	Open
25 May 2023	Contract Award - Domiciliary Care Approved Provider List	Contract Award	Yes	Executive			Rebecca Braithwaite	Fully exempt Information relating to the financial or business affairs of any particular person (including the

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								authority holding that information)
25 May 2023	Contract Award - ASC Advocacy Services	Contract award	Yes	Executive			Karen Felgate	Open
25 May 2023	Contract Award - Extra Care Housing	Contract award	Yes	Executive			Rebecca Braithwaite	Fully exempt Information relating to the financial or business affairs of any particular person (including the authority holding that information)
25 May 2023	Contract Award - Baily Thomas House Learning Disability Respite Service	Contract Award	Yes	Executive			Rebecca Braithwaite	Fully exempt Information relating to the financial or business affairs of any particular person (including the

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								authority holding that information)
25 May 2023	Quarterly Performance Report 2022/23: Quarter Three	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.	No	Executive			Catalin Bogos	Open
8 Jun 2023	Contract Award Berkshire Community Equipment Service	To award the contract for the supply/provision of the Berkshire Community Equipment Service to Nottingham Rehab Services (NRS) by calling off the Buckinghamshire County	Yes	Executive			Karen Felgate	Fully exempt Information relating to the financial or business affairs of any particular person (including the authority holding that information)

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		Council Single Provider Framework.						
8 Jun 2023	Proposals for developing the Housing Fund for displaced persons.	To approve the purchase of properties and note the proposals to develop WBC owned properties where appropriate, to deliver housing for displaced persons following the Housing Fund allocations to West Berkshire Council.	Yes	Executive			Joseph Holmes	Open
26 Jun 2023	Annual Governance Statement 2022-2023	To provide members with an overview of the Council's compliance with the CIPFA/SOLACE code of corporate	No	Governance and Ethics Committee			Joseph Holmes	Open



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		governance and to summarise overall governance in a statement for the year. The Annual Governance Statement (AGS) provides both a summary of the activities and an action plan for the year ahead on how to continually improve governance.						
7 Jul 2023	Parking Strategy	Revised parking strategy for West Berkshire.	Yes	Executive			Ian Martinez	Open
7 Jul 2023	Contract award Berkshire Community Equipment	Contract award paper	Yes	Executive			Karen Felgate	Open

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	Service							
12 Jul 2023	Parking Review Amendment 32	To consider the responses received during statutory consultation	No	Portfolio Holder: Planning, Transport and Countryside			Sadie Owen	Open
12 Jul 2023	Parking Review Amendment 33	To consider the responses received during statutory consultation	No	Portfolio Holder: Planning, Transport and Countryside			Sadie Owen	Open