

WEST BERKSHIRE COUNCIL'S FORWARD PLAN 1 SEPTEMBER 2025–31 DECEMBER 2025

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 eight Executive Members with the following portfolios:

Leader of the Council and Executive Portfolio Holder for Strategy and Communications	Councillor Jeff Brooks
Deputy Leader and Executive Portfolio Holder for Children and Family Services	Councillor Heather Codling
Adult Social Care and Public Health	Councillor Patrick Clark
Finance and Resources	Councillor Iain Cottingham
Culture, Leisure, Sport and Countryside	Councillor Nigel Foot
Planning and Housing	Councillor Denise Gaines
Environment and Highways	Councillor Stuart Gourley
Public Safety and Capital Projects (Built Environment)	Councillor Tom McCann
Community Engagement, Economic Development and Regeneration and Devolution and Local Government Reorganisation	Councillor Justin Pemberton
Transformation and Corporate Programme	Councillor Vicky Poole

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 September 2025

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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)
25 Sep 2025	Youth Justice Annual Plan		No	Executive			Dave Wraight	Open
25 Sep 2025	Care Leaver Annual Report		No	Executive			Karl Davis	Open
25 Sep 2025	Revenue Financial Performance Report - Q1 of 2025/26	To report on the financial performance of the Council's revenue budgets and provide a year-end forecast.	Yes	Executive			Elizabeth Griffiths	Open
25 Sep 2025	ASC Annual Report		No	Executive			Melanie O'Rourke	Open
25 Sep 2025	Early Help Response Hub Annual report		No	Executive			Karen Atalla	Open
25 Sep 2025	Faraday Road 3G Pitch Development	To approve the inclusion of a 3G pitch at Faraday Rd in the Council's Capital Programme.	Yes	Executive	No statutory consultation needed. Discussion has taken place with football groups and will be subject to the		Jon Winstanley	Open

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					recommendations in the Playing Pitch Strategy refresh.			
25 Sep 2025	Section 20 Payment Policy	To introduce a Section 20 Parental Contribution Procedure	Yes	Executive			Rebecca Wilshire	Open
25 Sep 2025	Capital Financial Performance Report Q1 2025/26	To present the Q1 capital financial performance for Members to note.	Yes	Executive			Shail Vitish	Open
25 Sep 2025	Parking Delivery Plan 2024-2034	To approve and adopt the Council's Parking Strategy	No	Executive			Emma Jameson	Open
25 Sep 2025	Contracts for Award Under Delegated Authority from Executive	To gain approval from Executive to delegate authority to an individual (Service Lead or Service Director) to	Yes	Executive			Sarah Wood	Open

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		proceed with contract awards with a value in excess of £2.5M						
25 Sep 2025	Standing item: Asset Disposal		No	Executive			Richard Turner	Open
24 Oct 2025	Winter Service Plan 2025/26	To approve the Winter Service Plan 2025/26	Yes	Portfolio Holder: Environment and Highways	Consultation with Ward Members, Town/ Parish Councils and consideration of comments received, including comments from members of the public during the previous winter service season.		Andrew Reynolds	Open
6 Nov 2025	2025/26 Performance Report Q1		No	Executive			Beatriz Teixeira	Open
6 Nov 2025	Corporate		No	Executive			Karl Davis	Open

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	Parenting Panel Annual Report							
6 Nov 2025	Ridgeway Council Formal Proposal		Yes	Executive			Sarah Clarke	Open
6 Nov 2025	Rights of Way Improvement Plan (ROWIP)	To share proposed measures set out in the Council's emerging Rights of Way Improvement Plan with decision makers and request approval to publish.	Yes	Executive			Kofi Adu-Gyamfi	Open
6 Nov 2025	Quarterly Financial Performance Report - Q2 of 2025/26	To report on the financial performance of the Council's revenue budgets and provide a year-	No	Executive			Toby Bradley	Open

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		end forecast.						
6 Nov 2025	Director of Public Health Annual Report		Yes	Executive			Dr Matt Pearce	Open
6 Nov 2025	Update on the PPP shared service contract	To fulfil the requirement of the IAA which is due to expire in January 2027, which requires the partner authorities to review the current arrangements and adopt any changes 2 years before the current arrangement expires.	No	Executive			Sean Murphy	Open
6 Nov 2025	Annual Report of the Shared Building Control Service	To provide and update on the performance of the shared building control service.	No	Executive			Sean Murphy	Open
6 Nov 2025	Standing item:		No	Executive			Richard	Open

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	Asset Disposal						Turner	
6 Nov 2025	Children's Mental Health and Emotional Wellbeing Task Group Recommendations		No	Executive			Steven Bow	Open
6 Nov 2025	The Enforcement Plan		Yes	Executive			Laura Callan	Open
6 Nov 2025	Finance, Property and Procurement resource allocation		No	Executive			Shannon Coleman-Slaughter	Fully exempt Information relating to any individual.
18 Dec 2025	2025/26 Performance Report Q2		No	Executive			Beatriz Teixeira	Open
18 Dec 2025	Standing item: Asset Disposal		No	Executive			Richard Turner	Open

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12 Feb 2026	Investment and Borrowing Strategy 2026-27		Yes	Executive			Shail Vitish	Open
12 Feb 2026	Medium Term Financial Strategy 2026/27		Yes	Executive			Shail Vitish	Open
12 Feb 2026	Revenue Budget 2026/27		Yes	Executive			Elizabeth Griffiths	Open
12 Feb 2026	Quarterly Financial Performance Report - Q3 of 2025/26	To report on the financial performance of the Council's revenue budgets and provide a year-end forecast.	Yes	Executive			Toby Bradley	Open
12 Feb 2026	Capital Budget 2026/27		Yes	Executive			Richard Quayle	Open
12 Feb 2026	Playing Pitch Strategy		Yes	Executive			Jude Thomas	Open

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12 Feb 2026	Henwick Worthy Masterplan		Yes	Executive			Jude Thomas	Open
	Care Leavers Council Tax Amendment		Yes	Portfolio Holder: Finance and Resources			Sadie Owen	Open