

# Individual Executive Member Decision

---

<b>Title of Report:</b>	<b>Hungerford Town Plan</b>
<b>Report to be considered by:</b>	Individual Executive Member Decision
<b>Date on which Decision is to be taken:</b>	14 <sup>th</sup> March 2013
<b>Forward Plan Ref:</b>	ID2438c

**Purpose of Report:** To seek adoption of the Hungerford Town Plan by the Council.

**Recommended Action:** The Plan to be formally adopted by the Council as an important document.

**Reason for decision to be taken:** Formal adoption of Town Plan

**Other options considered:** None

**Key background documentation:** Hungerford Town Plan

Portfolio Member Details	
<b>Name &amp; Telephone No.:</b>	Councillor Pamela Bale - Tel (0118) 9842980
<b>E-mail Address:</b>	pbale@westberks.gov.uk

Contact Officer Details	
<b>Name:</b>	Jo Naylor
<b>Job Title:</b>	Principal Policy Officer
<b>Tel. No.:</b>	01635 503019
<b>E-mail Address:</b>	jnaylor@westberks.gov.uk

## Implications

---

<b>Policy:</b>	Community Plans are an integral part of the 'Empowering People and Communities' aspect of the Council Strategy.
<b>Financial:</b>	There are no specific financial implications arising from this report at this stage. Any of the actions in the Town Plan that have financial implications for services will need to be addressed as and when those actions are moved forward. If actions require additional resources these will be brought to Members for consideration in due course.
<b>Personnel:</b>	There are no personnel implications at this stage
<b>Legal/Procurement:</b>	There are no direct legal implications at this stage
<b>Environmental:</b>	Community Plans often raise many local environmental issues and as such can play a very useful role in conserving and enhancing the environment at a very local level.
<b>Property:</b>	No specific property implications. Any property related matters within the action plan will be addressed by the relevant service as and when the action is moved forward by the community in conjunction with the Council.
<b>Risk Management:</b>	There are no direct risk management issues arising from the plan. As and when actions are moved forward any risk issues will be addressed by the relevant service area.
<b>Equalities Impact Assessment:</b>	The consultation carried out in support of the Town Plan helps ensure that all people have an opportunity to have their views and concerns heard.

## Consultation Responses

---

### Members:

<b>Leader of Council:</b>	Councillor Gordon Lundie
<b>Overview &amp; Scrutiny Management Commission Chairman:</b>	Councillor Brian Bedwell
<b>Ward Members:</b>	Councillor David Holtby and Paul Hewer
<b>Opposition Spokesperson:</b>	Councillor Jeff Brooks
<b>Local Stakeholders:</b>	WBC, Safer Communities Partnership, Voluntary Sector
<b>Officers Consulted:</b>	Senior Management within WBC
<b>Trade Union:</b>	N/A

<b>Is this item subject to call-in?</b>	Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>
---	--	------------------------------

## Supporting Information

---

## **1. Background**

- 1.1 Since December 2008 Community Plans (or Town/Parish Plans) have been formally endorsed by West Berkshire Council, via the Individual Decision process.
- 1.2 The endorsement of a Town Plan means that the Council commits to working positively with the community to realise the vision set out in the plan. This means that the Council will give approval or sanction, where it can, actions that have the support of the community and have been included in the Town Plan Action Plan. This is subject to the draft Action Plan having been circulated to the Council and its Partners by prior agreement and the actions discussed in consultation with the Principal Policy Officer for Community Planning.

### **Community Planning In West Berkshire**

- 1.3 West Berkshire Council, working alongside other key partners such as the Community Council for Berkshire, the West Berkshire Partnership and the local community, has promoted the development of Community Planning across the District.
- 1.4 The Council's success in pushing forward this work has been recognised nationally; firstly through the award of Beacon Status for the local authority in 2006 as part of the "Empowering Communities Improving Rural Services" theme and subsequently through the successful joint local authorities bid to the national Beacon Peer mentoring fund, which the Council led, to further develop work in Community Planning.
- 1.5 Community Plans are key documents that set out a vision for how a community wishes to develop in the future. They contain an Action Plan that will help to realise that vision. The original Hungerford Town Plan was originally completed in 2005. This refreshed document now sets out the revised priorities for this community.
- 1.6 Community Plans are developed through a wide ranging consultation process with the local community. This helps ensure that the resulting plan reflects the needs and aspirations of local people. The Plans are therefore an important source of intelligence about the views and concerns of the community as well as highlighting specific actions that communities wish to see taken in their areas. This information plays an important part in shaping both service planning and delivery across the Council but is increasingly being used to inform Council strategy and policy development.
- 1.7 The process by which Parish Plans are developed involves extensive liaison and engagement with service providers and statutory organisations, most especially the Council. This close involvement and dialogue helps ensure that officers are aware of the direction and aspirations of the community and can help develop meaningful and realistic actions.
- 1.8 This close engagement between the Council and the community at a very practical level helps to provide an excellent platform for improving relationships and communications between the Local Authority and the communities it serves.

- 1.9 A further benefit emerging from Community Planning is that it has helped bring communities and organisations together to focus on developing solutions to local problems, for example; joint working on environmental issues, such as noise from the M4; allotment provision; growing food locally and development of local business groups.
- 1.10 The attached refreshed Hungerford Town Plan sets out the Town's aspirations and Action Plan for this community.
- 1.11 The action plan is built around the 5 themes of the Sustainable Community Strategy. This provides an ideal focus for the plan and helps develop clear links between local activities and the overall strategic vision for the District.

## **2. Equalities Impact Assessment Outcomes**

- 2.1 The refresh process involved wide scale consultation including public meetings, consultation with local schools and service providers and a comprehensive household survey. This made sure everyone had a chance to express their views on the issues under consideration.

## **3. Recommendations**

- 3.1 It is RECOMMENDED that the Plan be formally adopted by the Council as an important document.

## **Appendices**

---

Appendix A – Equality Impact Assessment – Stage 1  
Appendix B – Hungerford Town Plan

## APPENDIX A

### Equality Impact Assessment – Stage One

<b>Name of item being assessed:</b>	Hungerford Town Plan
<b>Version and release date of item (if applicable):</b>	14 <sup>th</sup> March 2013 (release date same as Individual Decision date)
<b>Owner of item being assessed:</b>	Jo Naylor
<b>Name of assessor:</b>	Jo Naylor
<b>Date of assessment:</b>	6 <sup>th</sup> March 2013

<b>1. What are the main aims of the item?</b>
To endorse the Hungerford Town Plan

<b>2. Note which groups may be affected by the item, consider how they may be affected and what sources of information have been used to determine this.</b> (Please demonstrate consideration of all strands – age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation)
---

<b>Group Affected</b>	<b>What might be the effect?</b>	<b>Information to support this.</b>

<b>Further comments relating to the item:</b>
The consultation carried out in support of the Town Plan helps ensure that all people have an opportunity to have their views and concerns heard.

<b>3. Result</b> (please tick by double-clicking on relevant box and click on 'checked')
<input type="checkbox"/> <b>High Relevance</b> - This needs to undergo a Stage 2 Equality Impact Assessment
<input type="checkbox"/> <b>Medium Relevance</b> - This needs to undergo a Stage 2 Equality Impact Assessment
<input type="checkbox"/> <b>Low Relevance</b> - This needs to undergo a Stage 2 Equality Impact Assessment
<input checked="" type="checkbox"/> <b>No Relevance</b> - This <b>does not</b> need to undergo a Stage 2 Equality Impact Assessment

**For items requiring a Stage 2 equality impact assessment, begin the planning of this now, referring to the equality impact assessment guidance and Stage 2 template.**

<b>4. Identify next steps as appropriate:</b>	
Stage Two required	
Owner of Stage Two assessment:	
Timescale for Stage Two assessment:	
Stage Two not required:	

**Name:** Jo Naylor

**Date:** 6<sup>th</sup> March 2013