

## West Berkshire Council Forward Plan 24 August 2021 - 30 November 2021

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Reference	Item	Purpose	Decision Body	Month/Year	Executive	ID	Date Report Published	Council	Governance and Ethics Committee	OSMC	Other	Officer and Contact No	Directorate	Lead Member	Consultee(s)	Part II	Call In
OSMC	Environment Strategy - Operational Review	To review progress in implementing the Environment Strategy.	OSMC	August 2021			23/08/2021			31/08/2021		Jenny Graham	Place	Environment & Waste		No	No
OSMC	Equalities and Diversity Strategy	To review the draft Equalities and Diversity Strategy.	OSMC	August 2021			23/08/2021			31/08/2021		Catalin Bogos	Resources	This report applies to all Portfolios		No	No
OSMC	LD Motion to Council that Executive acted contrary to green infrastructure policy in relation to the Faraday Road development	To consider Cllr Dillon's motion to Council that the Executive acted unlawfully.	OSMC	August 2021			23/08/2021			31/08/2021		Bryan Lyttle	Place	Planning and Transport		No	Yes
C4104	Changes to the Constitution	To agree amendments to the Council's Constitution.	C	September 2021			01/09/2021	09/09/21 C				Sarah Clarke	Resources	Internal Governance, Leisure and Culture		No	No
C4117	Independent Remuneration Panel - Chairman of the Health Scrutiny Committee	To consider the IRP's Recommendations.	C	September 2021			01/09/2021	09/09/21 C				Sarah Clarke	Resources	Internal Governance, Leisure and Culture		No	No
EX4009	Separate Food Waste Collection	To agree a way forward in relation to separation of food waste.	EX	September 2021	02/09/21 EX		24/08/2021					Kofi Adu-Gyamfi	Place	Environment & Waste	Residents and local stakeholders	Yes	Yes
EX4012	Revenue Financial Performance Report - Q1 of 2021/22	To inform Members of the latest financial performance of the Council.	EX	September 2021	02/09/21 EX		24/08/2021					Melanie Ellis	Resources	Finance and Economic Development		No	No
EX4013	Capital Financial Performance Report - Q1 of 2021/22	To present the Q1 capital financial performance for Members to note.	EX	September 2021	02/09/21 EX		24/08/2021					Shannon Coleman-Slaughter	Resources	Finance and Economic Development		No	No
EX4000	Key Accountable Performance 2021/22: Quarter One	To report Q1 outturns for the Key Accountable Measures which monitor performance against the 2021/22 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 by services.	EX	September 2021	02/09/21 EX		24/08/2021			31/08/2021		Catalin Bogos	Resources	Internal Governance, Leisure and Culture		No	Yes
EX4128	Four Houses Corner Refurbishment Project	To provide an update and seek approval for additional funding.	EX	September 2021	02/09/2021 EX							Janet Weekes	Place	Housing, Strategic Partnerships and Transformation		No	Yes
GE3689	External Audit Fee and Plan for financial year 2021/22	To present to members the Audit Fee Letter for 2021/22 from Grant Thornton. The letter sets out the fee for the audit in line with the prescribed scale fee	GE	September 2021			17/09/2021		27/09/21 GE			Shannon Coleman-Slaughter	Resources	Internal Governance, Leisure and Culture		No	Yes
GE4091	Internal Audit Interim Report 2021/22 Q1	To update the Committee on the outcome of Internal Audit work	GE	September 2021			17/09/2021		27/09/21 GE			Julie Gillhespey	Resources	Internal Governance, Leisure and Culture		No	Yes
ID4078	West Berkshire Council Forward Plan 5 October 2021 - 31 January 2022	To agree the Forward Plan for the next four months.	ID	September 2021		02/09/2021	24/08/2021					Stephen Chard	Resources	Leader, District Strategy and Communications		No	No
JPPC4067	Fee Policy for Relevant Protected Sites under Caravan Sites and Mobile Homes Legislation	Fee Policy for Relevant Protected Sites under Caravan Sites and Mobile Homes Legislation.	JPPC	September 2021			03/09/2021				13/09/2021 JPPC	Rosalyn Gater	People	Housing, Strategic Partnerships and Transformation			
JPPC4066	PPP list of Fees and Charges 2022/23	To approve the PPP list of Fees and Charges to be submitted to each LA budget setting cycle.	JPPC	September 2021			03/09/2021				13/09/2021 JPPC	Sean Murphy	People	Housing, Strategic Partnerships and Transformation			
JPPC4064	Annual Air Quality Report	For information to the Committee to update on the PPP Position for 2020 with Air Quality across all 3 areas.	JPPC	September 2021			03/09/2021				13/09/2021 JPPC	Anna Smy	People	Internal Governance, Leisure and Culture			
JPPC4069	Public Protection Partnership Q1 2021/22 Performance Report	To consider the Quarter 1 Performance Report.	JPPC	September 2021			03/09/2021				13/09/2021 JPPC	Maira Fraser	People	Internal Governance, Leisure and Culture			
JPPC4131	Review of the Contaminated Land Strategies	To consider and where appropriate update the Contaminated Land Strategies for all three authorities.	JPPC	September 2021			03/09/2021				13/09/2021 JPPC	Susanne McLaughlin	People	Internal Governance, Leisure and Culture			
PC4020	Workforce Strategy 2019-23: Refreshed 2021	To seek approval for the refreshed Workforce Strategy 2021 and delivery plan from Personnel Committee.	PC	September 2021							September PC	Rebecca Bird	Resources	Internal Governance, Leisure and Culture		No	No
DOD4137	Statutory Consultation on Hackney Carriage Tariffs	To review the current hackney carriage fare scale in light of the recent non-statutory consultation undertaken with the Taxi Trade, agree the option that will be consulted on, if required, and outline the consultation process that will be undertaken, if needed.	DOD	September 2021							DOD September 2021	Maira Fraser	Place	Housing, Strategic Partnerships and Transformation		No	Yes
ID4122	Membership of Environmental Networks and Coalitions	To present information about the Countryside Climate Network and the Coalition for the Energy Efficiency of Buildings and to recommend that West Berkshire Council seeks membership of both.	ID	September 2021		07/09/2021	08/09/2021					Jenny Graham	Place	Environment and Waste			
C4119	Local Plan Review - Regulation 19 Consultation	To get Council approval for the publication for Consultation of the Local Plan Review to 203.	C	October 2021					21/10/21 C TBC			Bryan Lyttle	Place	Planning and Transport		No	No
EX4089	Establishment of Secondary Provision for Pupils with SEMH/Autism at the former Primary School Site, Theale (Paragraph 3 - information relating to the business office of)	To seek agreement to the use of the old Theale Primary School site for the development of this provision.	EX	October 2021	14/10/2021 EX		06/10/2021					Jane Seymour	People	Children, Young People & Education		Yes	Yes
EX4115	Public Protection Partnership - Re-organisation and Restructure	To consider the revised structure that will be adopted following the departure of Wokingham from the Partnership.	EX	October 2021	14/10/21 EX							Paul Anstey	People	Housing, Strategic Partnerships and Transformation		No	No
EX4111	Berkshire West Public Health Nursing 0-19 (25) Contract Award	Approval for award of the Berkshire West Public Health 0-19 (25) Contract.	EX	October 2021	14/10/21 EX		06/10/2021					Zoe Campbell	Resources	Health and Wellbeing		No	No
ID4079	West Berkshire Council Forward Plan 9 November 2021 - 28 February 2022	To agree the Forward Plan for the next four months.	ID	October 2021		07/10/2021	29/09/2021					Stephen Chard	Resources	Leader, District Strategy and Communications		No	No

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OSMC	Covid-19 Review and Lessons Learnt	To report on lessons learnt during the Covid-19 pandemic and changes put in place as a consequence.	OSMC	October 2021			04/10/2021			12/10/2021	Joseph Holmes	Resources	Health and Wellbeing		No	No
EX4048	Highway Asset Management Plan Refresh	To approve the adoption of an updated Highways Asset Management Plan taking on board the latest national guidance and best practice.	EX	November 2021	18/11/2021 EX		24/08/2021				Andrew Reynolds	Place	Planning and Transport		No	Yes
EX4112	Drug and Alcohol Behaviour Change Service Contract Award	To award the contract.	EX	November 2021	18/11/21 EX		10/11/2021				Zoe Campbell	Resources	Health and Wellbeing		No	No
EX4120	Cultural Heritage Strategy – Action Plan		EX	November 2021	18/11/21 EX						Paul James	Resources	Internal Governance, Leisure and Culture		No	
EX4121	Environment Strategy Progress Report	To present the first annual progress report for the delivery of the Environment Strategy.	EX	November 2021	18/11/21 EX						Jenny Graham	Place	Environment and Waste		No	No
GE4116	Update Report – Review of the Effectiveness of the Governance and Ethics Committee		GE	November 2021					15/11/21 GE		Julie Gillhespey	Resources	Internal Governance, Leisure and Culture		No	Yes
ID4080	West Berkshire Council Forward Plan 7 December 2021 - 31 March 2022	To agree the Forward Plan for the next four months.	ID	November 2021		04/11/2021	27/10/2021				Stephen Chard	Resources	Leader, District Strategy and Communications		No	No
ID4081	West Berkshire Council Forward Plan 30 December 2021 - 30 April 2022	To agree the Forward Plan for the next four months.	ID	November 2021		25/11/2021	17/11/2021				Stephen Chard	Resources	Leader, District Strategy and Communications		No	No
ID4129	S106 Contributions policy	To adopt the new S106 Contributions policy.	ID	November 2021		29/11/2021	30/11/2021				Janet Weekes	Place	Planning and Transport		No	No
JPPC4060	Public Protection Partnership - Food and Feed Plan	To agree the PPP Food and Feed Plan.	JPPC	November 2021			21/10/2021			01/11/2021 JPPC	Rosalynd Gater	People	Housing, Strategic Partnerships and Transformation			
JPPC4065	Vehicle Emissions Policy	To agree a policy.	JPPC	November 2021			21/10/2021			01/11/2021 JPPC	Anna Smy	People	Internal Governance, Leisure and Culture			
LC4043	Fireworks Operational Approach	To agree the operational approach that will be taken in respect of the management of fireworks.	JPPC	November 2021			21/10/2021			01/11/2021 JPPC	Anna Smy	People	Internal Governance, Leisure and Culture			
JPPC4136	Updated Control Strategy	To consider the updated strategy.	JPPC	November 2021			21/10/2021			01/11/2021 JPPC	Sean Murphy	People	Internal Governance, Leisure and Culture			
JPPC4132	Update on the Reconfiguration of the Service including Governance Arrangements and Progress with the Withdrawal of Wokingham from the PPP	To provide members with an update on progress being made with these two projects and to consider any changes needed to the governance arrangements.	JPPC	November 2021			21/10/2021			01/11/2021 JPPC	Sean Murphy	People	Internal Governance, Leisure and Culture			
LC4041	Draft Hackney Carriage and Private Hire Vehicle Driver and Operator Policy	To consider the draft policy arising from the Statutory Taxi and Private Hire Vehicles Standards Report prior to it going out to the trade for consultation.	LC	November 2021			29/10/2021			08/11/21 LC	Sean Murphy	Place	Housing, Strategic Partnerships and Transformation			
LC4042	Hackney Carriage and Private Hire Vehicle Driver and Operator Policy	To agree the policy post consultation.	LC	November 2021			29/10/2021			08/11/21 LC	Sean Murphy	Place	Planning and Transport			
LC4044	Licensing Annual Report	To set out the work of the Licensing Committee in 2020/21 as well as the work of the Licensing Service as delivered through the Public Protection Partnership.	LC	November 2021			29/10/2021			08/11/21 LC	Sean Murphy	Place	Planning and Transport			
LC4043	Fireworks Operational Approach	To agree the operational approach that will be taken in respect of the management of fireworks.	LC	November 2021			28/10/2021			08/11/21 LC	Anna Smy	Place	Housing, Strategic Partnerships and Transformation			
PC4051	Results of the Employee Attitude Survey	To consider the results of the EAS including benchmarking data and comparisons with previous surveys.	PC	November 2021						12/11/21 PC	Abi Witting/Rebecca Bird	Resources	Internal Governance, Leisure and Culture			
PC4050	Recruitment and Pay Scales	To consider a sample of current recruitment activity in order to analyse where employees are being recruited to on the banding within pay scales. This information had been requested by the Personnel Committee.	PC	November 2021			08/07/2021			12/11/21 PC	Abi Witting	Resources	Internal Governance, Leisure and Culture			