

**DECISION RECORD SHEETS**

**FOR**

**DECISIONS MADE AT THE**

**EXECUTIVE MEETING**

**HELD ON**

**THURSDAY, 25 JANUARY 2018**

**DECISION SHEET****ACTION BY**

**78. Revenue Monitoring 2017/18 - end of December 2017** Director of Corporate Services -  
Graham Ebers

**DECISION**

That:

- 1) The forecast outturn position of the Revenue Budget and the level of balances in respect of the General Fund, Housing Revenue Account, Schools Block and the Authority's investment portfolio be noted;
- 2) The potential General Fund carry forward requests of £470k, as set out in Appendix B to the report, be noted.

**Reason for Decision**

The Executive previously agreed to consider revenue monitoring reports on a quarterly basis.

**Alternative options considered and rejected at time of the decision**

None

**Any Conflict of interest declared by any Executive Member**

None

**Any dispensation granted by the Head of Paid Service in respect of any declared conflict of interest**

None

## DECISION SHEET

## ACTION BY

**79. Capital Monitoring 2017/18 - end of December 2017**

Director of Corporate Services -  
Graham Ebers

### DECISION

That:

- 1) the Capital Monitoring report for the 3<sup>rd</sup> quarter of 2017/18, as set out in Appendix A to the report, be noted;
- 2) the release of funding of the 2017/18 Capital programme by the receipt of ring-fenced capital grants and contribution be approved and noted for:-
  - Grant to develop 52 Reading Road (to provide accommodation for young adults) from the Home and Communities Agency (Platform for Life Programme) of £228k;
- 3) an increase in the overall value of the 2017/18 Capital Programme due to the receipt of ring-fenced capital grants be approved and noted for:-
  - Disabled Facilities Grant (DFG) of £214k.

### Reason for Decision

The Executive previously agreed to consider capital monitoring reports on a quarterly basis.

### Alternative options considered and rejected at time of the decision

None

### Any Conflict of interest declared by any Executive Member

None

### Any dispensation granted by the Head of Paid Service in respect of any declared conflict of interest

None

**DECISION SHEET****ACTION BY**

**80. Treasury Management Mid-Year Report 2017/18** Director of Corporate Services -  
Graham Ebers

**DECISION**

That:

- 1) the mid-year Treasury Management report for 2017/18 be noted;
- 2) the actual 2017/18 prudential indicators within the report be noted;
- 3) it be noted that the report has been considered and supported by Audit Committee;
- 4) the report be recommended to Council for approval.

**Reason for Decision**

The Executive is required to consider Treasury Management reports prior to their approval by Council.

**Alternative options considered and rejected at time of the decision**

None

**Any Conflict of interest declared by any Executive Member**

None

**Any dispensation granted by the Head of Paid Service in respect of any declared conflict of interest**

None

## **DECISION SHEET**

## **ACTION BY**

### **81. Chief Finance Officer's Report**

Director of Corporate Services -  
Graham Ebers

### **DECISION**

That:

- 1) the Chief Finance Officer's (CFO) report and the issues contained within, including the local government finance settlement and the sections on key risks be noted and considered when setting the Council Tax for 2018/19 and agreeing the Council's Medium Term Financial Plan (MTFP);
- 2) the Council's response to the draft local government finance settlement, as set out in Appendix 2 to the report, be supported.

### **Reason for Decision**

As part of the budget setting process the Executive is required to consider the Chief Finance Officer's report.

### **Alternative options considered and rejected at time of the decision**

None

### **Any Conflict of interest declared by any Executive Member**

None

### **Any dispensation granted by the Head of Paid Service in respect of any declared conflict of interest**

None

**DECISION SHEET**

**ACTION BY**

**82. 21st Century Council - Update**

Heather Thwaites

**DECISION**

That progress in implementing the 21<sup>st</sup> Century Council programme be noted.

**Reason for Decision**

The Executive agreed to consider the progress of the 21<sup>st</sup> Century Council programme on a quarterly basis.

**Alternative options considered and rejected at time of the decision**

None

**Any Conflict of interest declared by any Executive Member**

None

**Any dispensation granted by the Head of Paid Service in respect of any declared conflict of interest**

None

**DECISION SHEET****ACTION BY****83. Shareholder's Report**

Graham Ebers

**DECISION**

That:

- 1) the Budget monitoring position for the month ending 30 November 2017 be noted;
- 2) the operational update for the period to 30 November 2017 be noted.

**Reason for Decision**

The Council agreed to review the work of the Council-owned companies on a regular basis.

**Alternative options considered and rejected at time of the decision**

None

**Any Conflict of interest declared by any Executive Member**

Councillors Norman Jorgensen, David Lee and Stuart Munro declared personal interests in this item

**Any dispensation granted by the Head of Paid Service in respect of any declared conflict of interest**

None

## **DECISION SHEET**

## **ACTION BY**

### **84. Bus Service 12 (Woodley and Earley)**

Interim Director of Environment -  
Josie Wragg

### **DECISION**

That:

- 1) Option 3, presented within the report, be taken forward to allow the tender process to commence;
- 2) the associated Budget growth required for Option 3 be agreed in principle.

### **Reason for Decision**

To consider options to continue to support a cost effective transport service for the residents of Earley and Woodley.

### **Alternative options considered and rejected at time of the decision**

Options 1, 2 and 4 as set out in the report

### **Any Conflict of interest declared by any Executive Member**

Councillor Keith Baker declared a personal interest in this item

### **Any dispensation granted by the Head of Paid Service in respect of any declared conflict of interest**

None



**DECISION SHEET****ACTION BY****85. Public Protection Partnership Fees and Charges**

Interim Director of Environment -  
Josie Wragg

**DECISION**

That:

- 1) the 2018/19 fees and charges within Wokingham Borough for Public Protection Services, as set out in Appendix 1 to the report, be applied;
- 2) the fee for Animal Boarding for 2017/18 be varied as set out in the report and then in line with Resolution 1) above.

**Reason for Decision**

The Executive is required to agree any changes to the Council's fees and charges.

**Alternative options considered and rejected at time of the decision**

None

**Any Conflict of interest declared by any Executive Member**

None

**Any dispensation granted by the Head of Paid Service in respect of any declared conflict of interest**

None

**DECISION SHEET****ACTION BY****86. Woodley Car Parking Trial**

Interim Director of Environment -  
Josie Wragg

**DECISION**

That, in place of the Borough-wide Evening and Sunday Charges regime operating elsewhere, the Woodley Car Parking Trial be made permanent including the increase of the 1 hour parking charge increase in the Woodley car parks of Crockhamwell Road, Headley Road, Lytham Road East and Lytham Road West from 70p to 80p.

**Reason for Decision**

The Executive agreed previously that they would consider the results of the Woodley Car Parking Trial

**Alternative options considered and rejected at time of the decision**

Adopting the Borough-wide Evening and Sunday Charges regime.

**Any Conflict of interest declared by any Executive Member**

Councillor Keith Baker declared a personal interest in this item

**Any dispensation granted by the Head of Paid Service in respect of any declared conflict of interest**

None

**DECISION SHEET**

**ACTION BY**

**87. Berkshire Pension Fund Pooling**

Director of Corporate Services -  
Graham Ebers

**DECISION**

That the Berkshire Pension Fund Panel's expected decision to pool 100% of Berkshire Pension Fund assets with Local Pensions Partnership be noted.

**Reason for Decision**

To ensure that the Executive is aware of the Berkshire Pension Fund Panel's expected decision relating to pooling Pension Fund assets with the Local Pensions Partnership.

**Alternative options considered and rejected at time of the decision**

None

**Any Conflict of interest declared by any Executive Member**

None

**Any dispensation granted by the Head of Paid Service in respect of any declared conflict of interest**

None

## **DECISION SHEET**

## **ACTION BY**

### **88. Appropriation of Land Within the Approved Alignment of the Northern Distributor Road for Planning Purposes**

Interim Director of Environment -  
Josie Wragg

#### **DECISION**

That authority be delegated to the Assistant Director Delivery and Infrastructure in consultation with the Executive Member for Strategic Highways and Planning to:

- 1) carry out the process of appropriation for part of the land at Cantley Recreation Grounds for the planning purposes of open space or other land within the Council's ownership to that required to deliver the Northern Distributor Road (NDR) pursuant to Sections 122(1) and (2A) of the Local Government Act 1972 (the Act), Section 233 of the Town and Country Planning Act 1990 (as amended) and;
- 2) consider representations, if any, received and determine whether or not to appropriate for planning purposes open space or other land required to deliver the NDR until such time as such powers are formally delegated under the relevant provisions of the Council's Constitution.

#### **Reason for Decision**

To appropriate land to enable the provision of the Northern Distributor Road.

#### **Alternative options considered and rejected at time of the decision**

None

#### **Any Conflict of interest declared by any Executive Member**

None

#### **Any dispensation granted by the Head of Paid Service in respect of any declared conflict of interest**

None

**DECISION SHEET**

**ACTION BY**

**89. Ruscombe Neighbourhood Plan Area Designation**

Interim Director of Environment -  
Josie Wragg

**DECISION**

That the designation of Ruscombe Parish as a Neighbourhood Area be agreed.

**Reason for Decision**

The Council has a duty to consider applications for an area to be designated as a Neighbourhood Plan Area.

**Alternative options considered and rejected at time of the decision**

None

**Any Conflict of interest declared by any Executive Member**

None

**Any dispensation granted by the Head of Paid Service in respect of any declared conflict of interest**

None

**DECISION SHEET****ACTION BY****90. Local Discretionary Rate Relief Scheme**

Graham Ebers

**DECISION**

That:

- 1) the proposed Localised Discretionary Relief Scheme, as set out in the report, for 2017/2018 be agreed;
- 2) authority for approval for allocation of grant for subsequent years be delegated to the Director of Corporate Services and Executive Member for Finance on the same equal pro-rata basis as 2017/2018.

**Reason for Decision**

To ensure that the Council has a Localised Discretionary Rate Relief Scheme in place.

**Alternative options considered and rejected at time of the decision**

None

**Any Conflict of interest declared by any Executive Member**

None

**Any dispensation granted by the Head of Paid Service in respect of any declared conflict of interest**

None

## DECISION SHEET

## ACTION BY

### 91. Waste and Recycling Service

Interim Director of Environment -  
Josie Wragg

#### DECISION

That:

- 1) the introduction of a weekly separate food waste collection from April 2019 based on the business case provided within the report be approved (please note that approval was given by Executive on 28 September 2017 on the provision that a food waste collection service was demonstrated to be operationally and financially viable);
- 2) the extension of the current waste collection contract with Veolia for a further 7 years from April 2019, as allowed for in the contract, be approved;
- 3) any further related and subsidiary decisions to conclude the contract negotiations with Veolia be delegated to the Director of Localities and Customer Service in consultation with the relevant Executive Member;
- 4) a Member/Officer working group be established to oversee the introduction and rollout of the new food waste service.

#### Reason for Decision

To contribute towards meeting the Council's waste and recycling targets.

#### Alternative options considered and rejected at time of the decision

None

#### Any Conflict of interest declared by any Executive Member

Councillor Jorgensen declared a personal and prejudicial interest in this item.

#### Any dispensation granted by the Head of Paid Service in respect of any declared conflict of interest

None

**Name** Anne Hunter  
**Job Title** Service Manager Democratic Services

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