

**DECISION RECORD SHEETS**

**FOR**

**DECISIONS MADE AT THE**

**EXECUTIVE MEETING**

**HELD ON**

**THURSDAY, 28 SEPTEMBER 2023**

## **DECISION SHEET**

## **ACTION BY**

### **47. Risk Management Policy and Guidance**

Deputy Chief Executive - Graham Ebers

## **DECISION**

**RESOLVED** that the Executive approved the Risk Management Policy & Guidance, noting the comments made by the Audit Committee on 19 July 2023.

### **Reason for Decision**

The Risk Management Policy and Guidance provides the policy framework for the management of risk in the Council. The Policy outlines the scope, principles and roles and responsibilities for risk management in the Council. The Risk Management Guidance provides detailed guidance on implementing the Risk Management Policy. Both documents have been updated following their annual review to reflect learning during the year and developments in risk management theory.

### **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**

Not applicable.

## **DECISION SHEET**

## **ACTION BY**

### **48. Treasury Management Report**

Deputy Chief Executive - Graham Ebers

## **DECISION**

**RESOLVED** that the Executive supported the Treasury Management Outturn Report 2022-23 and recommended it to Council and noted:

1) that all approved indicators set out in the Treasury Management Strategy have been adhered to; with the exceptions of;

- Internal borrowing ratio.
- Ratio of financing costs to net revenue stream – General Fund.
- Capital financing requirement – HRA.

2) As at the end of March 2023, the total external general fund debt was £118m, which reduces to £68m after taking into account cash balances (net indebtedness) reducing interest costs in the current economic climate. This was an improved position from the forecast at mid-year stage of £81m net indebtedness and £72m at March 2022.

### **Reason for Decision**

To demonstrate that the Council's treasury function has effectively managed the Council's debt and cash balances to support the funding of the delivery of the Council's key priorities.

### **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**

Not applicable.

**DECISION SHEET**

**ACTION BY**

**49. Residential Leasehold Insurance Renewal**

Director, Place and Growth -  
Giorgio Framalitto

**DECISION**

**RESOLVED** that the Executive approved this request to conduct a competitive procurement exercise to enable the Council to obtain the best value buildings insurance policy to provide adequate cover for buildings insurance for council leaseholders and shared ownership properties.

**Reason for Decision**

The purpose of this report is to seek Executive approval to procure a new buildings insurance policy for leasehold 'Right to Buy' and shared ownership properties.

**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**

Not applicable.

## **DECISION SHEET**

## **ACTION BY**

### **50. Enhanced Partnership**

Director, Place and Growth -  
Giorgio Framalico

## **DECISION**

**RESOLVED** that the Executive approved the Enhanced Partnership Agreement so that it can become formally “made” into a legal agreement between Wokingham Borough Council and local bus operators by the end of September 2023.

### **Reason for Decision**

Agreement is sought to make a legally binding partnership agreement between the Council and local bus operators. The requirement to make the Agreement was set out in the National Bus Strategy and it is the Department for Transport’s expectation that all local authorities will make an Enhanced Partnership Agreement.

### **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**

Not applicable.

## DECISION SHEET

## ACTION BY

### 51. Wokingham Borough Council Future Office Provision

Deputy Chief Executive - Graham Ebers

## DECISION

**RESOLVED** that the Executive:

1. Agreed in principle that the Council should review its office accommodation provision, including the opportunities for the relocation of its headquarters out of Shute End, to a more appropriately sized and more energy efficient building(s)
2. Agreed that 28-38 Peach Street, Wokingham is the preferred alternative headquarters location and, subject to the approval of resources, will be the focus of more detailed feasibility and planning work
3. Approved a Supplementary Estimate of £175,000 within this financial year to fund feasibility, detailed design work and programme and project costs, including external consultancy support and expertise, for the alternative headquarter location
4. Noted that updates and outputs from the next stage of feasibility work will be reported back to the Executive.

### Reason for Decision

The purpose of this report is to consider the Council's current office provision and identify opportunities for a change in approach and provision which could bring financial and social-environmental benefits. The issue is considered in the context of the current and future financial pressures on the authority and a review of how best to use its own assets to help address these pressures.

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

None.

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

Councillor Imogen Shepherd DuBey declared a personal interest in this agenda item, as an employee of a company which produced modern workplace technology.

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

Not applicable.

## DECISION SHEET

## ACTION BY

**52. Violence Against Women & Girls Strategy 2023-26** Director, Place and Growth -  
Giorgio Framaliccio

## DECISION

**RESOLVED** that the Executive:

- 1) Formally approved the Wokingham Violence Against Women and Girls (VAWG) Strategy 2023-2026 subject to the strategy being presented to the Wokingham Borough Wellbeing Board and any further amendments arising being delegated to the Director of Place & Growth in consultation with the Lead Member; and
- 2) Requested that the Wokingham Community Safety Partnership (WCSP) adopt the approved VAWG Strategy with the WCSP taking responsibility for the further development and oversight of the VAWG Strategy and Action Plan.

### **Reason for Decision**

The Violence Against Women and Girls (VAWG) draft strategy requires Executive approval as it sets out how the Wokingham Community Safety Partnership, of which Wokingham Borough Council is a key partner, will tackle such violence.

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

None.

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

Councillor Prue Bray declared a personal interest in agenda item 52: Violence Against Women & Girls Strategy 2023-26, as a trustee of the charity Kaleidoscope UK.

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

Not applicable.

## DECISION SHEET

## ACTION BY

### 53. Bohunt Wokingham School 6th Form: Options and Recommendations

Director, Children's Services -  
Helen Watson

## DECISION

**RESOLVED** that the Executive:

- 1) Noted the additional feasibility work undertaken and the assessment of options to bring 6<sup>th</sup> form education to Bohunt with timescale and costs/value for money tests
- 2) Adopted the recommended option of delivering the provision of 300 sixth form places and 150 extra Year 7-11 school places by the construction of an extension to the existing school building (Option 1), while the new sixth form being part of local inclusion system contributing to preparation for adulthood for the SEND students, both with and without EHCP.
- 3) Approved a capital budget up to £5.25m funded through borrowing towards the school extension, subject to the Bohunt Education Trust (BET) match-funding current cost estimates and sharing risks related to increased building costs and their commitment to the provision of the additional required school places
- 4) Delegated authority to the Director of Children's Services and Director of Resources and Assets, in consultation with the Executive Member for Children's Services and the Leader of the Council, to enter into an agreement with the Bohunt Education Trust (BET) to secure the provision of additional school places and the commitment of match-funding and shared liabilities for the school extension.

### Reason for Decision

The report provides an option appraisal, timescale, costs and value for money tests, making recommendations to inform the Executive's decision.

The outcome is that students in the rural southwest (Finchampstead, Arborfield, Swallowfield and Barkham) will be able to take A level courses locally while there will be additional local Year 7 – 11 school places and that the new sixth form will be part of local inclusion system contributing to preparation for adulthood for the SEND cohort, both with and without EHCP.

### 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

Not applicable.



## DECISION SHEET

## ACTION BY

### 54. Promotion of Wokingham Borough Council Assets

Deputy Chief Executive - Graham Ebers

## DECISION

**RESOLVED** that the Executive:

1. Approved the list of Council owned assets in **Appendix A** to be promoted to the Local Plan process for the land uses identified, delivering circa 405 dwellings and with an estimated land value of £41.750m (as set out in Part 2 of the report).
2. Agreed that the Council owned assets in **Appendix B**, which were previously promoted to the local plan process be withdrawn, and in turn forego the delivery of circa 352 dwellings and the estimated land value of £27.7m (as set out in Part 2 of the report).
3. Delegated authority to the Director of Resources & Assets, in consultation with the Leader and Executive Member for Finance, to promote the sites to the Local Plan and partake in the Local Plan process, including the submissions of any further representations to the process.

### Reason for Decision

The purpose of this report is to consider the promotion of Council owned land into the local plan process.

Additionally, it seeks approval from the Executive to include further Council owned assets for promotion to the local plan process.

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

None.

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

Councillor Imogen Shepherd DuBey declared a personal interest in this agenda item, as an employee of a company which produced modern workplace technology.

Councillor Lindsay Ferris declared a prejudicial interest in this agenda item, as the Executive Member for Planning and the Local Plan. He advised that he would leave the room for the duration of this item and would not participate or vote.

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

Not applicable.

**Name** Priya Patel  
**Job Title** Head of Democratic and Electoral Services

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