



Strategy 2019-2024

Version Final for Full Council on 3rd February 2020

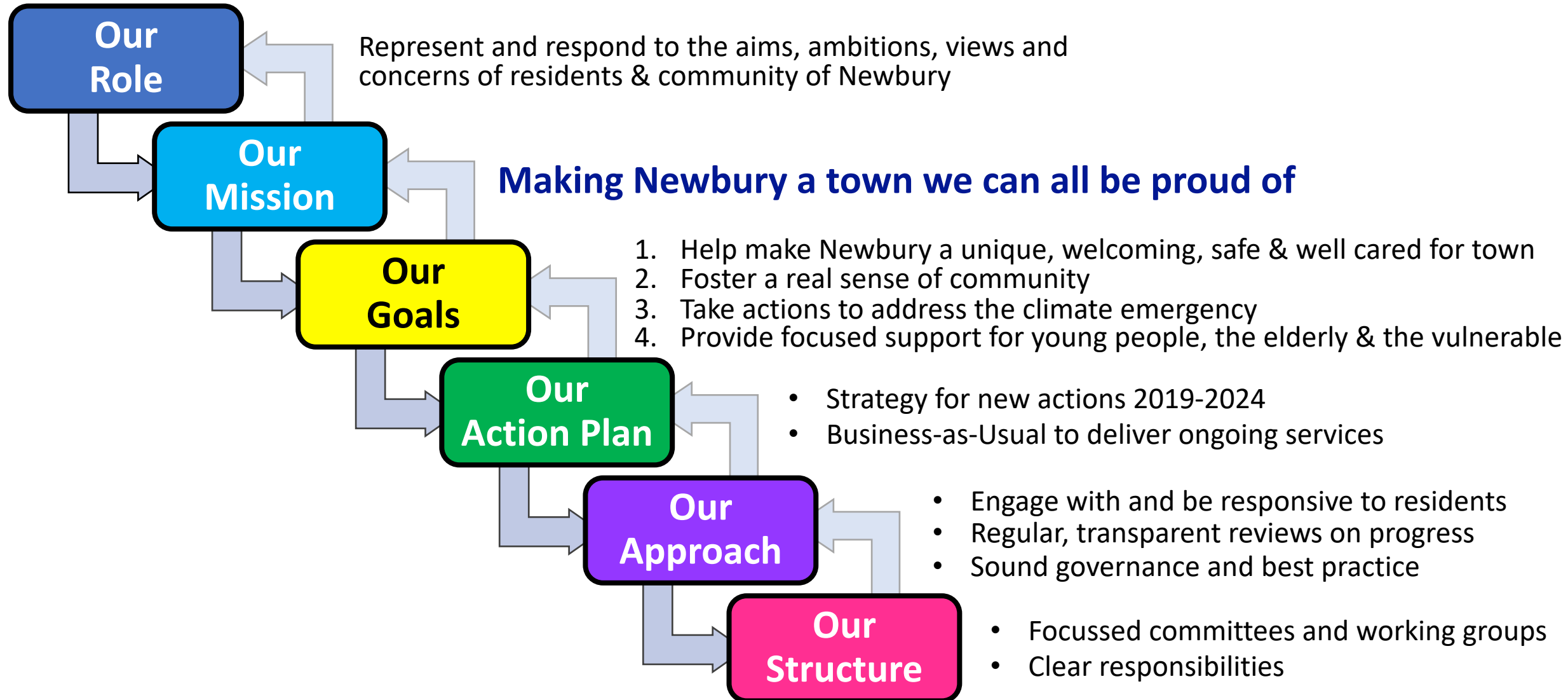
Making Newbury a town we can all be proud of

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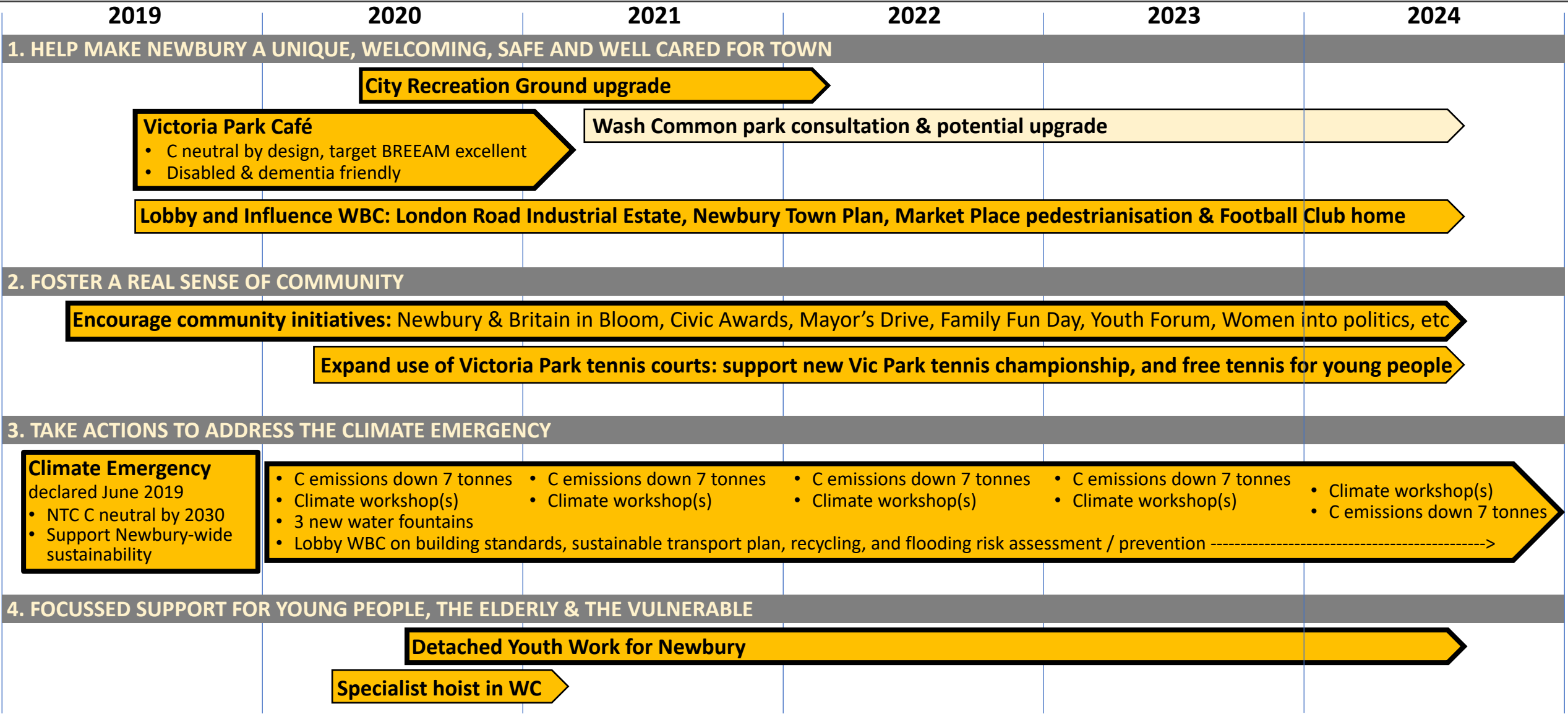


Summary for our new strategy





Summary of Key Strategic Actions 2019-2024



Newbury Town Council Role – *Why are we Here?*



Represent and respond to the aims, ambitions, views and concerns of residents & community of Newbury

- Statutory consultee on Planning & Highways
- Responsible for:
 - Most parks, playgrounds & public spaces
 - All allotments
 - All cemeteries
 - Many public amenities
 - Town Hall and several other public buildings
 - Charter market and Farmers' market
 - Mayor and civic events
- General Power of Competence enables NTC to take on additional responsibilities as it sees fit:
 - E.g. Youth work

- Lobby and work with other bodies to further the interests of the people of Newbury, especially Newbury BID, West Berkshire Council & Thames Valley Police

- Funded by annual Precept, developer contributions & other income

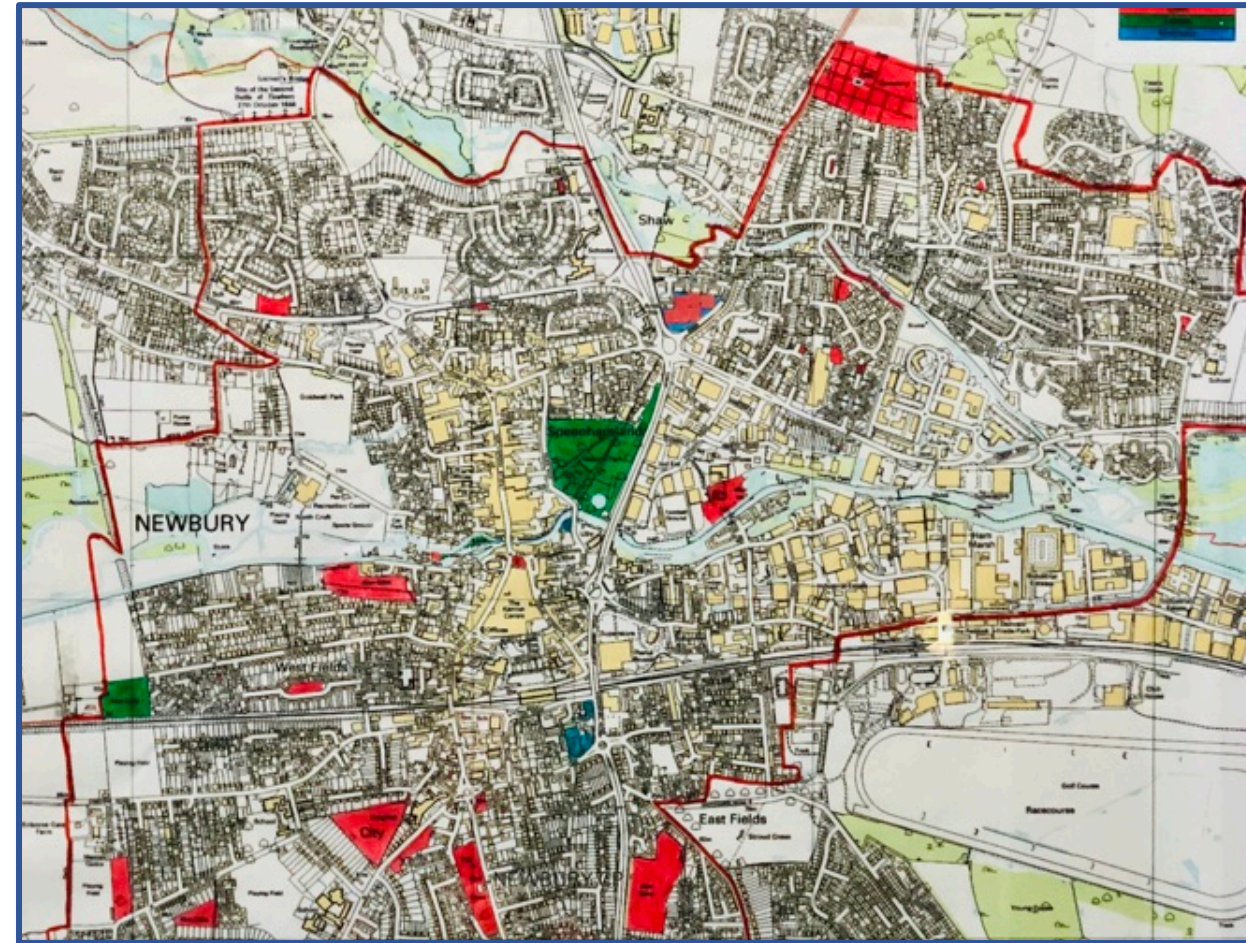
- Planning & building control
- Roads, transport & parking
- Licensing
- Care & housing
- Schools, learning & libraries
- Consumer & environmental protection
- Rubbish & recycling
- Leisure, parks & countryside
- Tax & benefits

- Funded by government, council tax, business rates & other income streams

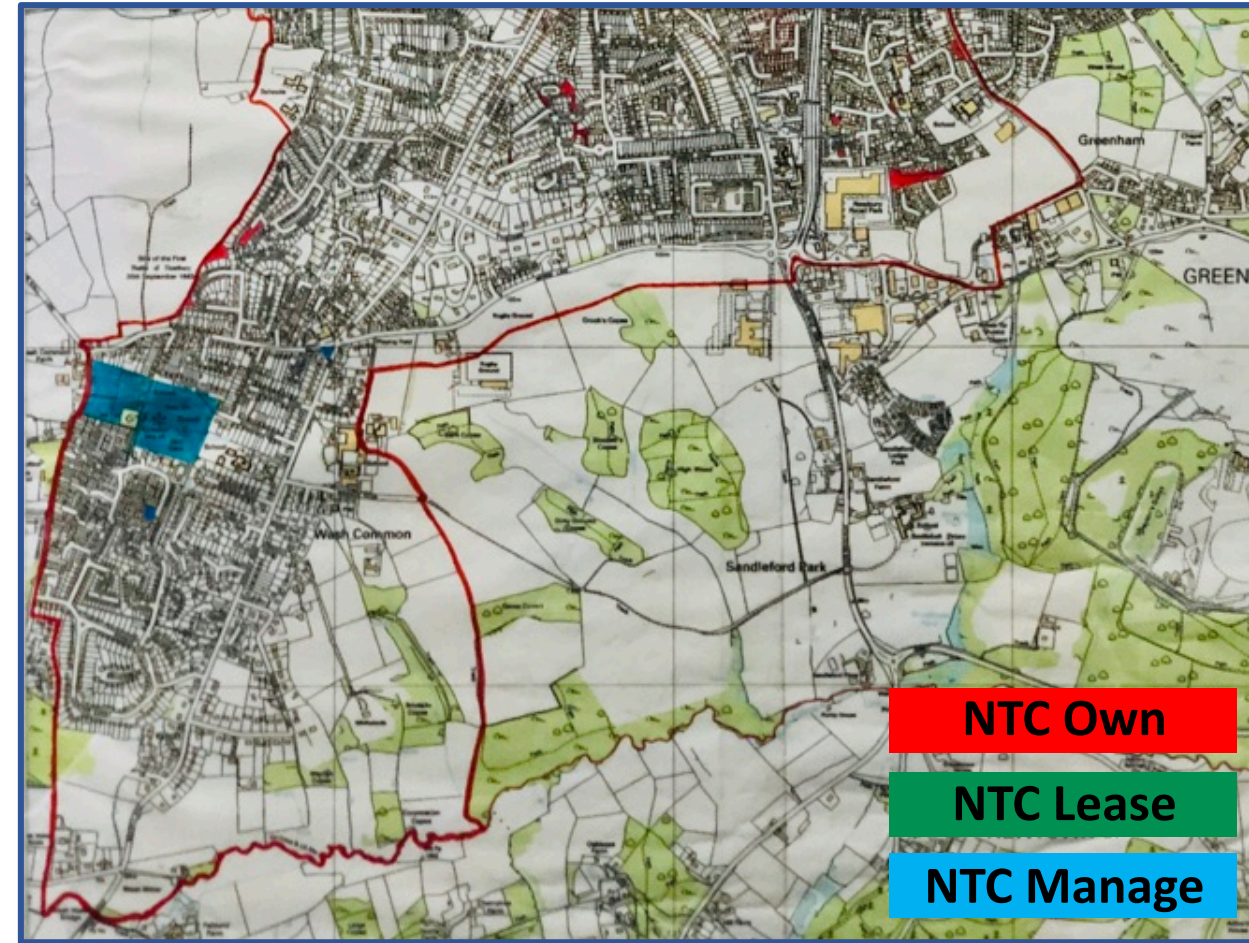
Newbury parish boundary and land we own, lease and manage

Our
Role

Newbury Parish – northern half



Newbury Parish – southern half

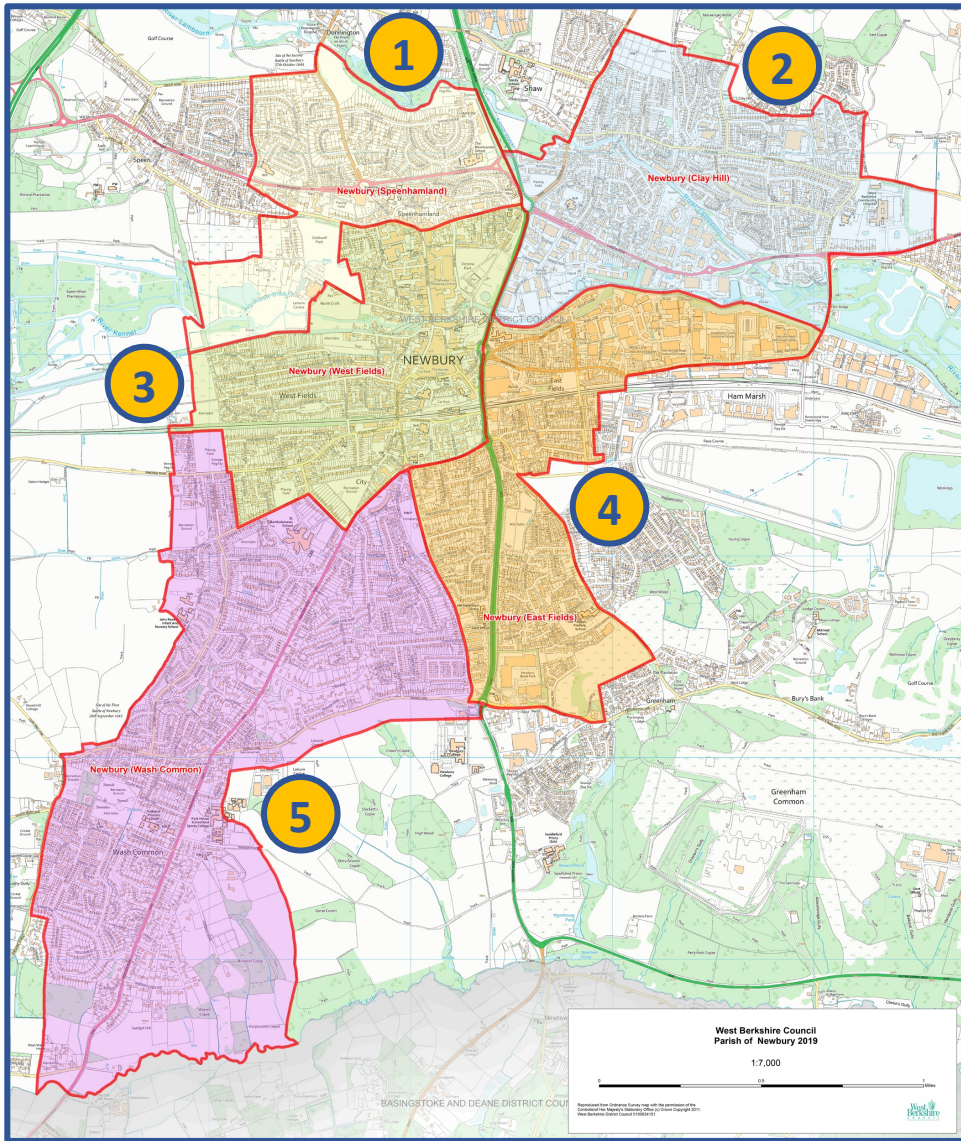




Making Newbury a town we can all be proud of

**Our
Role**

Newbury parish wards and Councillors



1. Speenhamland

- Jo Day – *Liberal Democrat*
- Steve Masters – *Green Party*

2. Clay Hill

- Phil Barnett – *Liberal Democrat*
- Jeff Beck – *Conservative*
- Jeff Cant – *Conservative*
- Sue Farrant – *Liberal Democrat*
- Pam Lusby Taylor – *Liberal Democrat*

3. West Fields

- Martin Colston – *Liberal Democrat, Leader of the Council*
- Nigel Foot – *Liberal Democrat*
- Andy Moore – *Liberal Democrat*
- Elizabeth O’Keeffe – *Liberal Democrat, Mayor*
- Martha Vickers – *Liberal Democrat*

4. East Fields

- Billy Drummond – *Liberal Democrat, Deputy Mayor*
- Jon Gage – *Liberal Democrat*
- Olivia Lewis – *Liberal Democrat, Deputy Leader of the Council*
- Vaughan Miller – *Liberal Democrat*
- Erik Pattenden – *Liberal Democrat*

5. Wash Common

- Chris Foster – *Liberal Democrat*
- Roger Hunnemann – *Liberal Democrat*
- David Marsh – *Green Party*
- Gary Norman – *Liberal Democrat*
- Sarah Slack – *Liberal Democrat*
- Tony Vickers – *Liberal Democrat*

- New Mission: **Making Newbury a town we can all be proud of**
- Our priorities are:
 - **Our residents and our community**
 - **Local businesses & their employees, & visitors to the town**

Our Goals – *Where are we heading?*

1. Help make Newbury a unique, welcoming, safe and well cared for town

- A. Provide outstanding parks, playgrounds and public spaces
- B. Run vibrant charter and farmers' markets
- C. Run thriving allotments
- D. Provide well-kept and peaceful cemeteries
- E. Ensure our public and historic buildings are properly cared for and well-used
- F. Help deliver a well-presented town with high quality public amenities that support well-being, safety and visitors
- G. Provide a strong voice for Newbury to push the following with WBC, Newbury BID, and others:
 - i. Encourage diverse shopping and eating out options with a significant number of independents
 - ii. Prioritise and improve the facilities for walking, cycling and public transport
 - iii. Deliver permanent pedestrianisation in the Market Place and within major new developments
 - iv. Ensure regular reviews on the LRIE redevelopment so that it meets the needs of the town and community
 - v. Maintain pressure for significant provision of social housing, including houses for social rent
 - vi. Improve environmental standards and reduce carbon footprint of building and infrastructure projects
 - vii. Explore delivering a Neighbourhood Development Plan to give added weight to (i) to (vi) above

2. Foster a real sense of community

- A. Inspiring Civic events and Mayoral calendar
- B. Enjoyable and inclusive community events
- C. Celebrate and recognise individual and community achievements
- D. Encourage and support contributions to our public and community life

3. Take actions to address the climate emergency

- A. Ensure the activities of the Town Council are carbon neutral by 2030 or before
- B. Actively encourage and support actions that will make Newbury as a whole more environmentally sustainable

4. Provide focused support for young people, the elderly and the vulnerable

- A. Provide funding support for youth work in Newbury
- B. Support initiatives to make Newbury a more inclusive town
- C. Work with local organisations which support the homeless in Newbury

Coding to understand type of strategy action points

1. Specific project activity – roman font
2. *Business as usual items – italic font*

1. Help make Newbury a unique, welcoming, safe and well cared for town

A. Provide outstanding parks, playgrounds and public spaces

1. By Easter 2021, open a new café in Victoria Park that we can all be proud of
 - a) We will target BREEAM Excellent for the building design and construction
 - b) Café will be designed to enable carbon neutral operation with PV panels for electricity generation and air source heat pumps for heating
 - c) Café will have a toilet with baby changing facilities and disabled access; & the building will also house male, female and disabled toilets for users of the park
 - d) The building will have changing facilities for tennis coaches and other users of the tennis courts
 - e) The building will be the CCTV hub for the park
2. Finalise plans for upgrades to the City Recreation Ground by January 2020
3. Upgrade City Recreation Ground according to agreed plans, including achieving Green Flag status, and as funding allows – 2020 to 2022
4. Consider requirements and costs for targeting Green Flag for Wash Common park. Decision and plan by end 2020, target start 2021
5. From April 2020, to ensure safety and quality, start implementation of long-term rolling plans for:
 - a) the refurbishment / replacement of playground and other park equipment when it reaches the end of its life
 - b) our trees and other planting to ensure they are properly cared for and replaced or extended when necessary
6. Explore options for better utilization of our land at Hutton Close – recommendation by end 2020
7. Explore taking ownership of Greenham House Gardens from WBC – decision by April 2021
8. *Maintain Green Flag Status for Victoria Park*
9. *Implement our rolling maintenance plans for equipment and planting, and review and update annually*
10. *Provide and maintain trees, flower beds, hanging baskets and other plantings in appropriate locations*

B. Run vibrant charter and farmers' markets

1. By end 2020, develop a new, coherent strategy for town's Charter, Farmers' and Artisan markets with Newbury BID and other invited bodies
2. *Run an annual meeting with all market traders to gather their views and agree joint action plan to enhance our market*

1. Help make Newbury a unique, welcoming, safe and well cared for town

C. Run thriving Allotments

- 1. Maintain and run high quality allotments, and promote allotments to new tenants targeting > 97% occupancy*
- 2. Encourage and support competitions within and between allotments*
- 3. Organise an annual meeting with allotment holders to agree action plan for the following year*

D. Provide well-kept and peaceful Cemeteries

- 1. Maintain and run cemeteries to a high standard*

E. Ensure our public and historic buildings are properly cared for and well-used

- 1. From April 2020, to ensure safety and quality, start implementation of long-term rolling plan for the upkeep and refurbishment of the public buildings in our care*
- 2. Implement our rolling upkeep and refurbishment plans for buildings, and review and update annually*
- 3. Promote the use and enjoyment of the Town Hall for all the people of Newbury, including as a venue for meetings, conferences, receptions, the celebration of weddings, etc*
 - a) Continue to offer discounted rates for local community groups that are engaged in activities that further the aims of the NTC strategy*
- 4. Work with the Newbury Society and other relevant outside bodies to:*
 - a) Support the heritage and conservation of Newbury and promote events and activities that recognise, highlight and protect the town's traditions, heritage and history and help engage the public interest and involvement in Newbury's heritage*
 - b) Support the protection of important and historical / character buildings through Local Listing and, when agreed, by liaising with Historic England for national listing*

1. Help make Newbury a unique, welcoming, safe and well cared for town

F. Help deliver a well-presented town with high quality public amenities that support well-being, safety and visitors

1. Well-presented town:

- a) Work with Newbury BID, WBC and other interested parties to ensure town is kept clean and tidy (while being mindful of any environmental impacts)
- b) *Monitor the implementation of the Newbury Town Plan, and report twice yearly to the Planning & Highways Committee*
- c) *Continue to pressure BT to improve the appearance of the BT tower, and work with any interested parties who can make this happen*

2. Provide and maintain the following high-quality public amenities in appropriate locations:

- a) *Public toilets*
 - i. By end Q2 2020, explore options for the best location for a specialist hoist in at least one public toilet in Newbury that will enable carers to change older children / young people on the changing table when needed rather than on the floor.
 - ii. Install as soon as practical, and by mid 2021 at the latest
- b) *Bus shelters*
- c) *Benches and other street furniture*
- d) *Roadside salt bins*
- e) *Footway lighting*
- f) *Bins for litter / dog waste*
- g) *Provide limited support for library services in Newbury, with clearly defined benefits for residents and / or NTC. To be reviewed annually in October to determine whether to continue support for the following budget year.*

1. Help make Newbury a unique, welcoming, safe and well cared for town

F. Help deliver a well-presented town with high quality public amenities that support well-being, safety and visitors

3. Well-being:

- a) By end 2020, work with West Berkshire District Council to identify what additional signage and footpaths are required for walking and cycling routes to and from the Town Centre and local schools, and agree a programme for their delivery
- b) Work with local community groups like the Newbury Society and City Arts to promote and extend the Town Trail and other visual arts initiatives.

4. Safety:

- a) Specialist changing facilities:
 - i. (Repeat of 1.F.2.i) By end Q2 2020, explore options for the best location for a specialist hoist in at least one public toilet in Newbury that will enable carers to change older children / young people on the changing table when needed rather than on the floor.
 - ii. (Repeat of 1.F.2.ii) Install as soon as practical, and by mid 2021 at the latest
- b) Provide defibrillators in appropriate locations and assist other bodies who wish to provide them
- c) *Support community safety, working with partners as appropriate, including Town Centre CCTV, footway lighting etc as required*

5. Support Visitors:

- a) By end 2020, working with Newbury BID, agree a co-operation plan with coach operators who bring visitors to the town to make them feel welcome and encourage them to continue to stop off in Newbury
- b) Work with Newbury BID and other organisations to encourage sustainable tourism growth in the interest of the town's economy
- c) *Provide brochures, maps, signage and other information for the benefit of visitors to Newbury*
- d) *Work with partners to ensure Newbury "arrival points" (Tesco roundabout, train stations, car parks etc) give visitors a good impression*

1. Help make Newbury a unique, welcoming, safe and well cared for town

G. Provide a strong voice for Newbury to push the following with WBC, Newbury BID, etc:

1. Lobby West Berkshire Council to adopt the following into their new Local Plan, expected in Q1/Q2 2020
 - a) The relevant parts of the Newbury Town Plan 2019-2036
 - b) An environmentally sustainable approach to transport that promotes modal shift to no / low carbon modes of transport, especially walking, cycling and public transport
 - c) Opposition to the use of Permitted Development Rights for change of use to residential in established employment areas, and request the planning authority to seek article 4 directions in this matter
2. London Road Industrial Estate redevelopment
 - a) Institute regular meetings with West Berkshire Council following each meeting of the LRIE Project Board to ensure prompt updates and opportunity for NTC to provide input – Q4 2019
 - b) Ensure full participation and input into any consultation on the redevelopment of the LRIE – timing dependent on WBC
3. Newbury Vision 2036
 - a) Lobby WBC to ensure NTC is represented on the core project team for the development of the new Newbury Vision 2036
 - b) Ensure the Newbury Town Plan 2019-2036 and the views of our residents form a central part of the input to any consultation on the new Newbury Vision 2036
4. Lobby WBC to:
 - a) Provide a suitable football facility for Newbury's Men's, Ladies and Youth teams to play football at an equivalent or better standard than the old ground provided. This should be within the Newbury settlement area, with good walking and cycling access to the town centre, good public transport links and adequate parking. Inability to provision a suitable alternative site should result in the ground on Faraday Road being returned to its former standard or being redeveloped to an even better standard, with 3/4 G pitches providing higher availability for matches and training* (As amended by Full Council on 20th May 2020)
 - b) Devolve to NTC powers under S215 of the Planning Act to enable us to take action against owners of lands or buildings which detract from the amenity of the area (See also 1.G.11.e)
 - c) Complete a Conservation Area Appraisal for the town
5. Work with Newbury BID and other relevant organisations to lobby WBC for the permanent pedestrianisation of the Market Place, excluding Mansion House and Wharf Streets. Aim for decision by end Q3 2020

1. Help make Newbury a unique, welcoming, safe and well cared for town

G. Provide a strong voice for Newbury to push the following with WBC, Newbury BID, etc:

6. Neighbourhood Development Plan
 - a) By end 2020, explore the time and costs to produce Neighbourhood Development Plan, and the likely benefits in terms of increased influence on planning decisions and additional CIL contributions
 - b) By end Q1 2021: decide whether to move forward with a Neighbourhood Development Plan based on both the cost benefit investigation and the success or otherwise of G1-G4 above
7. Work with and support the Canal Corridor Working Group to prepare an action plan by the end of Q3 2020 for the future development and protection of the Canal Corridor
8. Promote and encourage investment in the Town Centre, especially south of the Canal Bridge, including a coherent plan for the Kennet Centre
9. Work closely with WBC, the BID, Thames Valley Police and other organisations that are important to the success and wellbeing of the town and its residents
10. Work with partners to grow Newbury's reputation as a centre of high-tech excellence
11. Support and encourage the devolution of decision making and service delivery to the most appropriate level
12. Use our role as statutory consultee for Planning to:
 - a) Encourage diverse shopping and eating out options with a significant number of independents
 - b) Encourage a modal shift in transport by prioritising walking, cycling and public transport
 - c) Maintain pressure for significant provision of social housing, including houses for social rent
 - d) Improve environmental standards and reduce carbon footprint of new building and infrastructure projects
 - e) Lobby, encourage and assist WBC in enforcing S215 repairs to land and buildings that diminish the town's appearance (see also G3b)
 - f) Continue to pressure WBC to maintain, respect and protect our Conservation Area (see also 1.G.3.c)
 - g) Request the planning authority to address the flood risks associated with development proposals and ensure that these are properly addressed
 - h) Lobby the Local Planning Authority as appropriate on issues of importance for the wellbeing and prosperity of the people of Newbury
 - i) Comment on all planning and licensing applications in, near, or affecting the town and continue to provide a service to residents of Newbury who wish to comment on them further and seek to influence West Berkshire Council on all planning applications of significance
 - j) Comment and respond to the Highways Authority (West Berkshire District Council) on consultations and proposals for highways, traffic and parking schemes in Newbury



2. Foster a real sense of community

A. Arrange and Manage Inspiring Civic events and Mayoral calendar

- 1. Co-ordinate the annual Remembrance Day ceremony in Newbury*
- 2. Deliver the annual Mayor Making ceremony*
- 3. Uphold and promote the role of Mayor as Civic Head and First Citizen of Newbury*
- 4. Encourage bookings, and manage the calendar of events for the Mayor and Deputy Mayor*

B. Stage and support enjoyable and inclusive community events

- 1. Work with and support the tennis coaches to stage a Victoria Park tennis championship. Target first championship in 2020.*
- 2. By end Q2 2020, explore options for utilising downtime on the Victoria Park tennis courts to offer free tennis to young people*
- 3. Support the re-establishment of Art in the Park and other public arts events*
- 4. Work with Newbury BID and other parties to explore options for a Christmas Market in Newbury from 2020*
- 5. Hold an Annual Family Day in early summer in Victoria Park for the enjoyment of our residents and to promote the park and its facilities*
- 6. Organise and support the annual Mayor's Drive in July to give the over 75s an enjoyable day out*
- 7. Support and promote selected community events through financial assistance and / or provision of venues and facilities, notably, but not limited to: Christmas Lights, Music at the Band Stand, and the Newbury Carnival*
- 8. Support Newbury in Bloom and Britain in Bloom to raise Civic Pride and encourage and acknowledge efforts by the community, businesses, residents and other organisations of Newbury*
- 9. Encourage and facilitate residents' participation in social, recreational and sporting activities by providing suitable facilities in appropriate places*
- 10. New: Where it fits with other Council initiatives, encourage and support community involvement as appropriate – e.g. community litter picks, community planting / clearing for biodiversity etc*

2. Foster a real sense of community

C. Celebrate and recognise individual and community achievements

1. *Run and sponsor Newbury's annual Civic Award scheme to recognise the contributions of our residents to the town*
 - a) Add an award for best environmental contribution
 - b) Display full list of all those who have been congratulated by the Mayor during the preceding year
2. *Congratulate residents and members of the community whenever significant achievements are brought to our attention, and keep a list on the website*

D. Encourage and support contributions to our public and community life

1. *Hold an Annual Town Meeting for Town Council electors and use it to encourage participation in and feedback on key elements of the Council strategy*
2. *Run an annual 'Spotlight on the Town Council' week (instead of local democracy week) with particular focus on*
 - a) *Encouraging women into local politics*
 - b) *Introducing young people to local democracy and NTC; and encouraging a Youth Forum / Youth Council*
 - c) *Run a community grants scheme which prioritises the award of financial or other support to organisations and causes which serve wholly or mainly the residents of Newbury and have outcomes that support the delivery of our Strategy*
3. *Continue to support the principle of Newbury Town Twinning and explore how to make it more inclusive*
4. *Provide support, advice and publicity for self-funding groups (eg Friends of Victoria Park, Friends of Newtown Road Cemetery)*

3: Take actions to address the climate emergency

A. Ensure the activities of Newbury Town Council are carbon neutral by 2030 or before

- Becoming carbon neutral will be a core ongoing priority for NTC, and will result in clear targets and potentially new ways of working across the organisation
 - NTC direct carbon footprint has been independently measured and certified at 68.11 tonnes per year. Therefore, to become carbon neutral by 2030, NTC will need to reduce its annual carbon footprint by an average of at least 7 tonnes every year, although the reduction is unlikely to be linear
1. The Climate Emergency Working Group will continue to develop our plans and recommendations to deliver net zero carbon
 - a) In December 2019, agree a clear carbon reduction plan for 2020 with aspiration to deliver a full year equivalent reduction of at least 7 tonnes
 - b) In December every year, starting in 2020, agree the detailed carbon reduction plan and budget for the following year, and an outline plan for the remaining years to 2030
 2. For existing operations we will:
 - a) Prioritise real reductions in our energy usage by cutting out waste and by investing in more efficient systems and ways of working. For example in the Town Hall we will invest in insulation, efficient heating, low energy bulbs, systems to automatically turn off the lights, etc.
 - b) We will also look to offset where this makes sense; and will not simply buy offsets as an easy way to reduce our carbon footprint. Instead we will prioritise by offsetting through primarily local means and opportunities within our operations. For example solar electricity generation, additional tree and shrub planting, grants to local organisations supporting our carbon-neutral / Climate Emergency principles, etc.
 3. For all new projects, activities and procurement decisions we will:
 - a) Ensure carbon impact is a core decision making criteria when making recommendations about new projects, activities and procurement decisions. We will always aim to minimise the carbon impact, and target net zero where practical and cost effective. To this end, from November 2019, environmental impact considerations will become part of the NTC standard report template.
 - b) Redesign the new café in Victoria Park to enable carbon neutral operation, and target BREEAM Excellent for its construction
 4. *Ensure that management of our green spaces and support for nature and horticulture projects more widely across Newbury is designed, where feasible and cost effective, to maximise environmental benefits and biodiversity.*
 5. *Once our current contract ends, we will move to green tariffs (certified 100% matched by renewable sources) for our energy supply. In the meantime we will explore options within our current contract.*
 6. *From March 2020, our carbon footprint will be publicly reported annually as a new KPI.*

3: Take actions to address the climate emergency

B. Encourage and support actions that will make Newbury as a whole more environmentally sustainable

1. Starting in September 2019, NTC will hold at least one Climate Change Community Workshop per year to:
 - a) Update local residents & environmental groups on progress towards making the activities of NTC carbon neutral, and gather feedback & suggestions
 - b) Encourage & support actions to help make Newbury as a whole more environmentally sustainable, & gather suggestions on how NTC can best help
2. By mid April 2020, launch a Climate Fund to support local environmental groups with projects that will reduce CO2 emissions and other actions that benefit the climate in the parish of Newbury
 - a) NTC will be able to take credit for an appropriate share of any carbon reduction and use this to offset total emissions and help deliver zero carbon
3. Use our influence and network where appropriate and cost effective to:
 - a) Support local community organisations in their 'green initiatives'
 - b) Support a local 'Green Directory' to ensure residents know what resources, offers and support they can access
4. By end 2020, reconnect the drinking water fountain on the Town Hall, and install new drinking water taps in the City recreation Ground and Blossoms Field
5. During 2020, investigate cost effective ways of increasing the current recycling rate from waste collected from our parks. Decide in October 2020 whether to implement new arrangements
6. Lobby WBC to:
 - a) Update their planning guidelines to require key environmental features in order to receive planning support, e.g. solar panels for electricity and hot water, electricity storage batteries, ground / air source heat pumps, electric car changing point, etc. This should also be added to their Local Plan review
 - b) (Repeat of 1.G.4): Work with Newbury BID and other relevant organisations to lobby WBC for the permanent pedestrianisation of the Market Place, excluding Mansion House and Wharf Streets. Aim for decision by end 2020
 - c) (Repeat of 1.G.1.b): Develop an environmentally sustainable approach to transport that promotes modal shift to no / low carbon modes of transport, especially walking, cycling and public transport. This should also be added to their Local Plan review
 - d) Support the wider use of electric vehicles (cars and bicycles), and to install an adequate number charge points in suitable, secure parking spaces that are reserved for those vehicles
 - e) Radically expand the range of materials and product types that are collected kerb-side for recycling
7. *Encourage local community groups to set up market stalls at no / heavily reduced fees to promote green initiatives e.g. refillables*

4: Focused support for young people, the elderly and the vulnerable

A. Provide funding to support youth work in Newbury

1. Launch a new fund dedicated to delivering much needed youth work for Newbury, running from April 2020 to March 2024.
This fund will form part of the budget for the next 4 years to enable our partners to plan effectively and deliver the best possible outcomes

B. Support initiatives to make Newbury a more inclusive town

1. Organise dementia-awareness training for all members and officers by Q1 2020, and then display accreditation on NTC website
2. Ensure the design of the new café in Victoria Park considers the needs of those with dementia, and encourage the café operator to embrace dementia-awareness training and practices
3. Specialist Changing facilities:
 - a) (Repeat 1.F.2.a.i) By end Q2 2020, explore options for the best location for a specialist hoist in at least one public toilet in Newbury that will enable carers to change older children / young people on the changing table when needed rather than on the floor.
 - b) (Repeat 1.F.2.ii) Install as soon as practical, and by mid 2021 at the latest
4. *Dementia-friendly training planned for first quarter following successive elections*
5. *We will strive to ensure that our policies and actions do not exclude any sections of the community, and that our services are accessible by all citizens of the town*

C. Work with local organisations which support the homeless in Newbury

1. Ensure NTC has permanent representation on WBC Homeless committee to stand up for the needs of the homeless in Newbury

1. Encourage public engagement with both the Town Council and local democracy.

- 1. Encourage public attendance and questions at Council meetings*
- 2. Be visible, relevant responsive and accountable to our residents:*
- 3. Make ourselves available to the public by holding regular surgeries - street / ward / Town Hall steps / other locations*
- 4. Actively seek to hear the needs, desires and ambitions of the people in Newbury, and respond as quickly and as comprehensively as possible within the limits of our resources and other constraints.*
- 5. We will represent the views of the people of Newbury when working with other partners and stakeholders or other bodies, both local and national, who can improve the quality of life for our citizens.*
- 6. Continually improve and upgrade our website and social media in order to engage and consult the people of Newbury*
- 7. Publish a monthly digital newsletter covering important events and achievements of the Town Council*

2. Promote cultural identity and equality of opportunity

- 1. We will strive to ensure that our policies and actions do not exclude any sections of the community, and that our services are accessible by all citizens of the town. (See also Our Action Plan 4.B.4&5).*

3. Exercise sound governance and best practice to ensure efficient and cost-effective delivery of services:

- 1. Deliver services effectively, efficiently, on time and within budget*
- 2. Use direct labour or contractors as appropriate, and always ensure value for money*
- 3. Use local suppliers wherever possible*
- 4. Deliver services in partnership with others when it offers best value and/or can expand the range of services we provide*
- 5. Work with other partners and stakeholders to achieve efficiency savings in service delivery and where appropriate, expand the range of services provided by the Town Council.*
- 6. Minimise waste created by the Council and the services we provide*
- 7. Maximise opportunities to recycle waste created by the Council and the services we provide wherever possible*

Our Approach – Part 2 = Policy Area 3 from current strategy

Newbury Town Council, its Members and its Officers will:

1. Exercise Good Governance and best practice to ensure that we are open, transparent and accountable

- 1. We will maintain openness and transparency in our actions and decision making*
- 2. We will make our information, public meetings and records as widely accessible as practically possible*
- 3. We will maintain an up-to-date public website that is informative and easy to access and use*
- 4. We will publish and distribute an annual newsletter, with the Precept Leaflet and encourage residents to give feedback – (modified)*
- 5. We will consult on issues of significance to Newbury, using tools such as public meetings, surveys, questionnaires, petitions, etc.*
- 6. We will respond promptly to complaints and act as quickly as possible to resolve them.*
- 7. We will maintain the assets of the Town Council and ensure public access to them*
- 8. We will constantly monitor and review Newbury Town Council's current asset register to ensure that we are getting best use/value of the assets*
- 9. We will regularly review whether it is in the best interest of our residents and NTC to take over responsibility for services and / or ownership of assets from other organisations*
- 10. We will keep abreast of all relevant legislative changes impacting on our activities and services*
- 11. We will report quarterly on our performance against KPI's and review our KPI's to ensure that they are relevant and appropriate*
- 12. We will report every 3 months on our progress towards achieving the short- and medium-term projects contained in this Strategy*
- 13. We will review this Strategy annually and make any appropriate amendments, additions or deletions.*
- 14. We will continually review our work practices and purchasing arrangements to drive efficiencies and ensure best value for the people of Newbury*
- 15. We will embrace technological advances to progress smarter working methods, where feasible, in order to reduce waste and be more efficient*
- 16. We will continually review our Committee structures and Working Groups and implement any improvements identified*
- 17. We will continue personal development for Members and Officers so that they are suitably equipped with knowledge and skills to carry out their roles and maintain effective working practices, fulfilling their duties and responsibilities to residents professionally and effectively.*
- 18. We will exercise best practice as an employer, promoting fairness and equality for our employees and volunteers*

Our Structure

Our Structure

- **People**

- 23 Councillors (Members), elected every 4 years - *responsible for setting the strategy and budget*
- 16 staff (including part-time and honorary staff) - *responsible for advising Members, and delivering the strategy and ongoing services*

- **Decision Making**

- Full Council, Committees and Sub-Committees can make decisions
- Working Groups make recommendations to their parent committee which then decides whether to implement

- **Meetings, Committees and Working Groups:**

- **Full Council** – 23 Members, 4 scheduled meetings / year
 - Local democracy week working group
- **Policy & Resources** – 10 Members, 5 Subs, 4/yr.
 - Staff Sub-Committee – 6 members, 4 subs, 4/yr
 - Grants Sub-Committee – 6 members, 4 subs, 2/yr
 - Strategy working group
 - Audit working group
- **Planning & Highways** – 10 Members, 5 Subs, every 3 weeks
 - Canal Corridor working group
 - Heritage working group
 - Joint Sandleford working group
- **Community Services** – 10 Members, 5 Subs, 4/yr
 - Victoria Park Sub-Committee
 - Climate Emergency working group
 - Green Spaces working group
- **Civic Pride, Arts & Leisure** – 10 Members, 5 Subs, 4/yr
 - VE Day 75th Anniversary WG