

Individual Decision

The attached reports will be taken as
Individual Portfolio Member Decisions on:

Thursday, 14th October, 2010

Ref:	Title	Portfolio Member(s)	Page No.
ID2065	West Berkshire Council Forward Plan - November 2010 to February 2011	Councillor Graham Jones	1 - 20
ID2137	Replacement Representation on Henwick Worthy JMC (Substitute)	Councillor Graham Jones	21 - 24



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Individual Executive Member Decision

Title of Report:	West Berkshire Council Forward Plan - November 2010 to February 2011
Report to be considered by:	Individual Executive Member Decision
Date on which Decision is to be taken:	14 th October 2010
Forward Plan Ref:	ID2065

Purpose of Report: To advise Members of items to be considered by West Berkshire Council over the next 4 months.

Recommended Action: That the Leader of the Council agrees and where appropriate amends the West Berkshire Council Forward Plan.

Reason for decision to be taken: It is a statutory requirement that a Forward Plan be produced.

Statutory: **Non-Statutory:**
Other:

Other options considered: n/a

Key background documentation: Forward Plan

Portfolio Member Details	
Name & Telephone No.:	Councillor Graham Jones - Tel (01235) 762744
E-mail Address:	gjones@westberks.gov.uk

Contact Officer Details	
Name:	Moira Fraser
Job Title:	Democratic Services Manager
Tel. No.:	01635 519045
E-mail Address:	mfraser@westberks.gov.uk

Implications

Policy:	As set out in the report
Financial:	There are no financial implications for the Council.
Personnel:	None
Legal/Procurement:	None
Environmental:	None
Partnering:	None
Property:	None
Risk Management:	None
Community Safety:	None
Equalities:	None

Consultation Responses

Members:

Leader of Council:	Leader of the Council
Overview & Scrutiny Management Commission Chairman:	OSMC Chair
Select Committee Chairman:	
Ward Members:	All Members
Opposition Spokesperson:	Opposition Leader
Local Stakeholders:	The West Berkshire Forward Plan will be published the first working day after the Individual Decision is signed.
Officers Consulted:	Nick Carter, John Ashworth, Teresa Bell, Margaret Goldie, Group Executives and there had also been widespread consultation with senior managers across the authority on the content of the Forward Plan. Given its rolling nature this consultation will be ongoing.
Trade Union:	Not sought.

Is this item subject to call-in.	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>
If not subject to call-in please put a cross in the appropriate box:		
The item is due to be referred to Council for final approval		<input type="checkbox"/>
Delays in implementation could have serious financial implications for the Council		<input type="checkbox"/>
Delays in implementation could compromise the Council's position		<input type="checkbox"/>
Considered or reviewed by OSC or associated Task Groups within preceding 6 months		<input type="checkbox"/>
Item is Urgent Key Decision		<input checked="" type="checkbox"/>

Supporting Information

1. Background

- 1.1 The Forward Plan attempts to cover all decisions, not just those made by the Executive, which the Authority intends to make over the next 4 months. The Forward Plan, attached as Appendix A, also shows the decision path of each item so far including Council, Executive and Individual Decisions.
- 1.2 Also attached as Appendix B is the Overview and Scrutiny Management Commission and Select Committees Work Programme which Members are asked to note.
- 1.3 As part of the continuing development of the Forward Plan we have now incorporated all Plans and Policies which are required to be approved by the Council under the Constitution. These items have been linked to the appropriate meetings of the Executive and Overview and Scrutiny Committee.

Appendices

Appendix A – West Berkshire Council Forward Plan - November 2010 to February 2011
Appendix B – Overview and Scrutiny Management Commission and Select Committees Work Programme

West Berkshire Council Forward Plan



West Berkshire Council Forward Plan – November 2010 to February 2011

Reference	Decision and Purpose	Decision Body	Decision Path	Directorate	Contact & Ext. No.	Lead Member (Porfolio Holder for . . .)	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
NOVEMBER 2010											
	Update on HR Policies and Procedures	PC	12/11/10PC	Chief Executive	Jane Milone	Strategy, Performance, Community Safety		04/11/10			01 November 2010
	Demonstration of the HR System	PC	12/11/10PC	Chief Executive	Jane Milone	Strategy, Performance, Community Safety		04/11/10			01 November 2010
ID2069	Adoption of Parish Plans <i>To adopt Parish Plans.</i>	ID	01/11/10	Chief Executive	Jo Naylor	Partnerships, Equality, The Visions		TBC			01 November 2010
ID2148	Dorneywood Way area, Newbury - Proposed 20mph speed limit zone <i>To consider the responses received during statutory consultation.</i>	ID	01/11/10	Environment	Andrew Garratt	Highways, Transport (Operational) & ICT		TBC			01 November 2010
ID2151	Wickham Village - Proposed 30mph and 40mph speed limits <i>To consider the responses received during statutory consultation.</i>	ID	01/11/10	Environment	Andrew Garratt	Highways, Transport (Operational) & ICT		TBC			01 November 2010
ID2153	A340 Tidmarsh Road - 40mph speed limit <i>To consider the responses received during statutory consultation.</i>	ID	01/11/10	Environment	Andrew Garratt	Highways, Transport (Operational) & ICT		TBC			01 November 2010
ID2158	Response to Petition on the Proposed Closure of the Taxi Rank in the Market Place, Newbury <i>To respond to the petition.</i>	ID	01/11/10	Environment	Mark Cole	Highways, Transport (Operational) & ICT		TBC			01 November 2010
ID2144	Speed Limit Review - October 2010 <i>To approve the statutory consultation for altering the speed limit on a number of roads following a meeting of the speed limit task group.</i>	ID	01/11/10	Environment	Andrew Garratt	Highways, Transport (Operational) & ICT		TBC			01 November 2010

The items included in the Forward Plan were correct at the time of publication. The Forward Plan may, however, change and you are advised to contact Moira Fraser – Tel: 01635 519045 or e-mail: mfraser@westberks.gov.uk to confirm the contents of any agenda before attending a meeting.
Executive decisions may be taken by the Executive acting as a collective body or by officers acting under delegated powers.

KEY:
 ID = Individual Executive Member Decision
 EX = Executive
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ID2167	Newbury Racecourse - Proposed waiting restrictions <i>To consider the responses received during statutory consultation.</i>	ID	01/11/10	Environment	Andrew Garratt	Highways, Transport (Operationa) & ICT		TBC	Statutory consultees, general public, Parish Council and Ward Members		01 November 2010
ID2168	Single Equality Scheme 2010-2013 <i>To present the first West Berkshire Council Single Equality Scheme and request agreement to adopt the scheme.</i>	ID	02/11/10	Chief Executive	Elaine Walker	Partnerships, Equality, The Visions		25/10/10	All residents and employees, specific consultation with DES Board and WBMEF.		01 November 2010
ID2159	West Berkshire Admission Arrangements 2012-13 for Community and Voluntary Controlled Schools and Co-ordinated Admission Scheme <i>To set out the Admission arrangements being considered for 2012-13.</i>	ID	08/11/10	Children and Young People	Malcolm Berry	Education		29/10/10			01 November 2010
ID2070	Approval of Village Design Statements <i>To approve Village Design Statements.</i>	ID	01/11/10	Chief Executive	Paula Amorelli (2233)	Planning, Housing, Transport Policy		TBC			01 November 2010
ID2068	West Berkshire Forward Plan - December 2010 to March 2011 <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	11/11/10	Chief Executive	Moira Fraser (2045)	Leader of the Council		03/11/10		Not subject to call in.	01 November 2010
ID2171	Cultural Activity Supported by Greenham Common Trust <i>To agree the proposed method that allows Greenham Common Trust to discharge its obligations from an agreement dated 20th September 2001.</i>	ID	01/11/10	Community Services	David Appleton	Children & Families, Youth Service, Culture & Leisure		TBC			01 November 2010

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GAC2169	Arrangements for Working Group Considering Future Governance Arrangements <i>To agree the terms of reference and associated timesclaes for the working group tasked with considering the merits and demerits and cost analysis of various governance models the Council could introduce following the implementation of revised legislation.</i>	GAC	15/11/10 GA	Chief Executive	David Holling	Leader of the Council		05/11/10			01 November 2010
EX2047	Financial Report Q2 2010/11	EX	25/11/10 EX	Chief Executive	Andy Walker	Finance, Economic Development, Property, Health and Safety		17/11/10			01 November 2010
EX2017	Corporate Property Asset Management Plan <i>To seek approval to the West Berkshire Council's Asset Management Plan.</i>	EX	25/11/10 EX	Environment	Amanda Dennis	Strategy, Performance, Community Safety		17/11/10	Heads of Service		01 November 2010
DECEMBER 2010											
ID2069	Adoption of Parish Plans <i>To adopt Parish Plans.</i>	ID	01/12/10	Chief Executive	Jo Naylor	Partnerships, Equality, The Visions		TBC			01 December 2010
ID2070	Approval of Village Design Statements <i>To approve Village Design Statements.</i>	ID	01/12/10	Chief Executive	Paula Amorelli (2233)	Planning, Housing, Transport Policy		TBC			01 December 2010
ID2165	Westridge Green, Aldworth - Proposed 30mph speed limit <i>To consider the responses received during statutory consultation.</i>	ID	01/12/10	Environment	Andrew Garratt	Highways, Transport (Operationa) & ICT		TBC	Statutory consultees, general public, Parish Council and Ward Members		01 December 2010

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ID2071	West Berkshire Forward Plan - January 2011 to April 2011 <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	16/12/10	Chief Executive	Moira Fraser (2045)	Leader of the Council		08/12/10		Not subject to call in.	01 December 2010
ID2053	West Berkshire District Council Order, Station Road, Kintbury, 40mph speed limit	ID	01/12/10	Environment	Andrew Garratt	Highways, Transport (Operational) & ICT		TBC			01 December 2010
C1982	West Berkshire Council Timetable of Public Meetings <i>To agree the timetable of public meetings for the year 2011/12.</i>	C	09/12/10 C	Chief Executive	Moira Fraser	Leader of the Council		01/12/10			01 December 2010
C2003	Stronger Leader and Cabinet Model - Outcomes of Consultation <i>To consider adopting new style leader and cabinet arrangements following consultation exercise.</i>	C	15/11/10 GA 09/12/10 C	Chief Executive	David Holling	Leader of the Council		05/11/10 GA 01/12/10 C			01 December 2010
C2164	Appointment of Designated Scrutiny Officer <i>A Statutory Requirement to appoint someone to the role of Scrutiny Officer.</i>	C	15/11/10 GA 09/10/10 C	Democratic Services	Moira Fraser	Leader of the Council		05/11/10 GA 01/12/10 C			01 December 2010
C1886	Amendments to the Constitution - Scheme of Delegation <i>To include Part 10 of the Town and Country Planning Act to the Head of Planning and Trading Standards.</i>	C	15/11/10 GA 09/12/10 C	Chief Executive	Andy Day	Leader of the Council		05/11/10 GA 01/12/10 C		Moved from May Council cycle	01 December 2010
C	Junior Citizen of the Year Award 2010	C	09/12/10 C	Chief Executive	Jo Watt	Chairman of the Council		01/12/10			01 December 2010

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JANUARY 2011											
ID2075	Adoption of Parish Plans <i>To adopt Parish Plans.</i>	ID	01/01/11	Chief Executive	Jo Naylor	Partnerships, Equality, The Visions		TBC			01 January 2011
ID2076	Approval of Village Design Statements <i>To approve Village Design Statements.</i>	ID	01/01/11	Chief Executive	Paula Amorelli (2233)	Planning, Housing, Transport Policy		TBC			01 January 2011
ID2166	Hampstead Norreys - Proposed 40mph speed limit <i>To consider the responses received during statutory consultation.</i>	ID	01/01/11	Environment	Andrew Garratt	Highways, Transport (Operation) & ICT		TBC	Statutory consultees, general public, Parish Council and Ward Members		01 January 2011
ID2074	West Berkshire Forward Plan - February 2011 to May 2011 <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	13/01/11	Chief Executive	Moira Fraser (2045)	Leader of the Council		05/01/11		Not subject to call in.	01 January 2011
EX2107	Council Plan Outcomes 2010/11: Quarterly Performance Update - Q2 <i>To report quarterly performance against each of the outcomes identified in the 2010/11 Council Plan and to report remedial action being taken, where targets were not projected to be met.</i>	EX	13/01/11 EX	Chief Executive	David Cook	Strategy, Performance, Community Safety		06/01/11	Performance officers, EPMG/IPG		01 January 2011
EX2119	Establishment Report Q2 2010/11	EX	13/01/11 EX	Chief Executive	Robert O'Reilly	Strategy, Performance, Community Safety		06/01/11			01 January 2011

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EX2028	Empowering West Berkshire	EX	13/01/11 EX	Chief Executive	Andy Day	Portfolio Holders for Leisure & Culture and Community Care		06/01/11			01 January 2011
EX2157	Response to the Scrutiny Review into the Performance of Schools in West Berkshire <i>To respond to the recommendations of the Overview and Scrutiny Management Commission following the investigations into the performance of schools in West Berkshire.</i>	EX	13/01/11 EX	Children and Young People	Andy Tubbs	Education		06/01/11			01 January 2011
EX2170	Newbury Town Centre Traffic Management Issues - Second Report <i>For the Executive to consider the feedback received from the various interest groups and organisations consulted on the Council's proposals for revised traffic management in the town centre and to seek authority to proceed as recommended.</i>	EX	13/01/11 EX	Environment	Mark Cole	Highways, Transport (Operational) & ICT		06/01/11	Interest groups and organisations listed in first report dated 18/02/10 already consulted. Individual stakeholders to be advised on proposals when approved by Executive. Statutory advertisement and consultation on required Traffic Regulation Orders (TRO's)		01 January 2011

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FEBRUARY 2011											
ID2078	Adoption of Parish Plans <i>To adopt Parish Plans.</i>	ID	01/02/11	Chief Executive	Jo Naylor	Partnerships, Equality, The Visions		TBC			01 February 2011
ID2079	Approval of Village Design Statements <i>To approve Village Design Statements.</i>	ID	01/02/11	Chief Executive	Paula Amorelli (2233)	Planning, Housing, Transport Policy		TBC			01 February 2011
ID2077	West Berkshire Forward Plan - March 2011 to June 2011 <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	10/02/11	Chief Executive	Moira Fraser (2045)	Leader of the Council		02/02/11		Not subject to call in.	01 February 2011
GAC1905	Anti Fraud Strategy <i>To put in place an Anti Fraud Strategy for the Council that meets best practice.</i>	GA	14/02/11 GA	Chief Executive	Ian Priestley	Finance, Economic Development, Property, Health and Safety		04/02/11	Corporate Board, External Auditors		01 February 2011
GAC2114	Internal Audit Q2 2010/11	GA	14/02/11 GA	Chief Executive	Ian Priestley	Strategy, Performance, Community Safety		04/02/11			01 February 2011
GAC2117	Strategic Risk Register Q2 2010/11	GA	14/02/11 GA	Chief Executive	Ian Priestley	Strategy, Performance, Community Safety		04/02/11			01 February 2011

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EX2160	West Berkshire Admission Arrangements 2012-13 for Community and Voluntary Controlled Schools and Co-ordinated Admission Scheme <i>To determine the West Berkshire Admission Arrangements for Community and voluntary Controlled Schools and the Co-ordinated Admissions Scheme.</i>	EX	17/02/11 EX	Children and Young People	Malcolm Berry	Education		09/02/11			01 February 2011
EX2048	Financial Report Q3 2010/11	EX	17/02/11 EX	Chief Executive	Andy Walker	Finance, Economic Development, Property, Health and Safety		09/02/11			01 February 2011

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West Berkshire Council Overview & Scrutiny Management Commission and Select Committee Work Programme



OVERVIEW & SCRUTINY MANAGEMENT COMMISSION AND SELECT COMMITTEE WORK PROGRAMME

Reference (a)	Subject/purpose (b)	Methodology (c)	Expected outcome (d)	Review Body (e)	Dates (f)	Lead Officer(s)/ Service Area (g)	Portfolio Holder(s) (h)	Comments (h)
OSMC/09/21	Rights of Way Improvement Plan To review the WB ROWIP and make recommendations on delivery.	In meeting review with information supplied by, and questioning of, lead officers.	Make recommendations to improve delivery.	GSC	Start: 14/12/10 End: 14/12/10	Paul Hendry - 2858 Countryside & Environment	Councillor Hilary Cole	A review will be undertaken after the Local Access Forum has made its recommendations.
OSMC/09/26	Use of local resources For the Select Committee to discuss.	In meeting review with information supplied by, and questioning of, lead officers.	To be identified.	GSC	Start: 19/01/10 End: 07/09/10	Countryside & Environment	Councillor Pamela Bale	The review will start by looking at use of local food.
OSMC/09/27	Equality and amenity of the local environment For the Select Committee to discuss.	In meeting review with information supplied by, and questioning of, lead officers.	To be identified.	GSC	Start: 14/12/10 End: 14/12/10	Countryside & Environment	Councillor Hilary Cole	Review will be undertaken as part of the review of the Right of Way Improvement Plan.
OSMC/10/79	Council motion on renewable energy To consider action required to stimulate renewable electricity generation within West Berkshire and related targets.			GSC	Start: 14/12/10 End: 14/12/10	Adrian Slaughter - 2424 Property	Councillor Hilary Cole	Agreed Council Motion - 4/3/10
OSMC/10/84	Fly Tipping Cllr Vickers requested the topic be added due to concerns over the rise in fly tipping.	In meeting review with information supplied by, and questioning of, lead officers.	To be identified.	GSC	Start: TBC End: 07/09/10	TBC Countryside & Environment	Councillor Hilary Cole	Rational behind the review to be considered.
OSMC/10/94	Council Motion on generating environmentally sustainable green energy on the Council's offices, schools, leisure centres and other property That the Council generates environmentally sustainable green energy on the Council's offices, schools, leisure centres and other property.	In meeting review with information supplied by, and questioning of, lead officers.	Green energy sold back to the national grid.	GSC	Start: 14/12/10 End: 14/12/10	Adrian Slaughter - 2424 Property	Councillor Hilary Cole	Agreed Council Motion - 23/09/10

OVERVIEW & SCRUTINY MANAGEMENT COMMISSION AND SELECT COMMITTEE WORK PROGRAMME

Reference (a)	Subject/purpose (b)	Methodology (c)	Expected outcome (d)	Review Body (e)	Dates (f)	Lead Officer(s)/ Service Area (g)	Portfolio Holder(s) (h)	Comments (h)
OSMC/09/24	Accessibility of public transport Review accessibility of public transport in West Berkshire for all residents.	Information supplied by, and questioning of, lead officers, and external partners.	For review.	GSC/SC SC	Start: 19/01/10 End:	Bryan Lytle - 2638 and Mark Edwards - 2208 Planning & Trading Standards and Highways & Transport	Councillor Alan Law & Councillor David Betts	Joint work between GSC and SCSC to review accessibility of public transport and contribute to the work on Local Transport Plan 3. Item 68 merged with this item
OSMC/09/16	Local Area Agreement Targets (LAA) Monitoring of progress of Health and Wellbeing LAA targets.	In meeting review with information supplied by, and questioning of, lead officers.	Monitoring item	HSC	Start: 06/07/10 End:	Bev Searle - Director of Partnerships & Joint Commissioning - 0118 982 2760 NHS Berkshire West	Councillor Pamela Bale	Monitoring of LAA activity.
OSMC/09/17	Capacity of maternity services at the Royal Berkshire Foundation Hospital. Fact finding report to establish the current capacity to meet demand for services.	In meeting review with information supplied by, and questioning of, lead officers.	Monitoring item	HSC	Start: TBC End:	Chief Executive and Chairman of the Royal Berkshire Hospital. Royal Berkshire Hospital Foundation Trust	Councillor Joe Mooney	Investigation of the reported pressures on the maternity unit.
OSMC/09/12	Review of the Council's eligibility criteria for social care. To review the existing criteria for accessing social care in light of the findings of the National Care Enquiry.	In meeting review with information supplied by, and questioning of, lead officers.	Investigate how the national changes will influence access to local social care, and make recommendations.	HSC	Start: TBC End:	Jan Evans - 2736 Community Services	Councillor Joe Mooney	Review of how national changes may need to influence local criteria for accessing social care.

OVERVIEW & SCRUTINY MANAGEMENT COMMISSION AND SELECT COMMITTEE WORK PROGRAMME

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OSMC/10/85	Investigation deprivation and child poverty in the ten most deprived wards in the District. To investigate what work is being done to tackle deprivation and how this can be applied to improve the quality of life across the District's most deprived wards.	In meeting review with information supplied by, and questioning of, lead officers.	Investigate ways to improve outcomes, and make recommendations to partner agencies.	HSC	Start: 12/10/10 End:	Julia Waldman - Children & Young People	Councillor Gordon Lundie	
OSMC/10/86	Electronic booking system for consultant appointments at the Royal Berkshire Foundation Hospital To determine ways to rectify problems being experienced by patients using the electronic booking system.	In meeting review with information supplied by, and questioning of, lead officers.	Investigate ways to improve the current system, and improve patient experience.	HSC	Start: TBC End:	Chief Executive and Chairman of the Royal Berkshire Hospital. Royal Berkshire Hospital Foundation Trust	Councillor Joe Mooney	
OSMC/10/88	"Care for the Future" - service redesign proposals for urgent care needs, planned procedures, appointments, long-term conditions, end of life care, maternity and paediatrics. To determine the nature of the service redesign proposals and make representation to the NHS Berkshire West.	In meeting review with information supplied by, and questioning of, lead officers.	A review of proposals and formal submission to the NHS Berkshire West.	HSC	Start: 12/10/10 End:	Bev Searle - Director of Partnerships & Joint Commissioning - 0118 982 2760 NHS Berkshire West	Councillor Joe Mooney	
OSMC/09/02	Performance Report for Level One Indicators To monitor quarterly the performance levels across the Council and to consider, where appropriate, any remedial action.	In meeting review with information supplied by, and questioning of, lead officers.	Monitoring item	OSMC	Start: 14/09/10 End:	Jason Teal - 2102 Policy & Communication	Councillor Anthony Stansfeld	Quarterly item.
OSMC/09/04	Representation of the Council on outside bodies To assess the value of the representation of Councillors on outside bodies	Information supplied by, and questioning of, lead officers, and external partners.	To understand the benefits.	OSMC	Start: End:	Moir Fraser - 2045 Policy & Communication	Councillor Anthony Stansfeld	Will allow a critical evaluation of where Councillors can have most effect when dealing with outside bodies.

OVERVIEW & SCRUTINY MANAGEMENT COMMISSION AND SELECT COMMITTEE WORK PROGRAMME

Reference (a)	Subject/purpose (b)	Methodology (c)	Expected outcome (d)	Review Body (e)	Dates (f)	Lead Officer(s)/ Service Area (g)	Portfolio Holder(s) (h)	Comments (h)
OSMC/09/58	Communications Strategy refresh To consider the refresh of the Strategy.	In meeting review with information supplied by, and questioning of, lead officer.	To consider the Strategy and make suggestions for improvement.	OSMC	Start: End:	Keith Ulyatt - 2125 Policy & Communication	Councillor Anthony Stansfeld	Following discussion at OSMC on 28th July and the item to consider the Place Survey results on 15th September.
OSMC/09/59	Scrutiny method of operation To review the new scrutiny system after a 6 month period.	In meeting review.	To review the new scrutiny system to assess its benefits.	OSMC	Start: End:	David Lowe - 2817 Policy & Communication	Councillor Anthony Stansfeld	As requested by OSMC on 16th June 2009.
OSMC/09/67	West Berkshire Partnership performance report To monitor quarterly the performance levels across the Partnership and to consider, where appropriate, any remedial action.	In meeting review with information supplied by, and questioning of, lead officers and partners via in meeting review	Monitoring item	OSMC	Start: 26/01/10 End:	Sam Shepherd - 3041 Policy & Communication	Councillor Pamela Bale	Quarterly item.
OSMC/10/76	Shared service arrangements To receive further detail on shared services, the work ongoing to review shared service arrangements and progress with the production of a register of shared services.	Information supplied by, and questioning of, lead officer.	To be identified.	OSMC	Start: 29/06/10 End: 18/01/11	Steve Duffin - 2594 Benefits and Exchequer		As requested by OSMC on 26th January 2010.
OSMC/10/78	Activities for teenagers To identify the work undertaken and future action planned in the Children and Young People Directorate to improve activities for teenagers, following its identification as the top priority for improvement in the annual resident survey.	Information supplied by, and questioning of, lead officers.		OSMC	Start: 25/05/10 End: 07/12/10	David Hogg - 2815 Children and Young People	Councillor Gordon Lundie	As requested by OSMC on 2nd March 2010.
OSMC/10/89	The Council's Performance Management framework To review how the Council defines, manages and monitors strategic performance.	Task Group review with information supplied by, and questioning of, lead officers.	To feed comments into the strategic planning round for 2011/12.	OSMC	Start: 03/08/10 End: 02/11/10	Jason Teal - 2102 Policy & Communication	Councillor Anthony Stansfeld	Terms of reference approved by OSMC on 3/8/10. Task Group to be formed.

OVERVIEW & SCRUTINY MANAGEMENT COMMISSION AND SELECT COMMITTEE WORK PROGRAMME

Reference (a)	Subject/purpose (b)	Methodology (c)	Expected outcome (d)	Review Body (e)	Dates (f)	Lead Officer(s)/ Service Area (g)	Portfolio Holder(s) (h)	Comments (h)
OSMC/09/49	Property contracts and contractors in schools Review of the efficiency and effectiveness of Property Services in relation to contracts and the use of contractors in schools.	Information supplied by, and questioning of, lead officers and other expert witnesses via in meeting review	To suggest improvements to the efficiency and effectiveness of Property Services within schools.	RMSC	Start: 30/06/09 End: 11/11/10	Steve Broughton - 2837 Property	Councillor Keith Chopping	This was discussed at the last meeting and will be reviewed in further depth at the October meeting with additional witnesses invited, including Headteachers.
OSMC/09/53	Accommodation Strategy/Asset Management Plan To receive and consider the Strategy and Plan and give particular consideration to issues surrounding Council properties and accommodation moves.	Information supplied by, and questioning of, lead officers via in meeting review	To understand more fully the plans in place in respect of Council accommodation.	RMSC	Start: 22/09/09 End: 11/11/10	Steve Broughton - 2837 Property	Councillor Keith Chopping	To incorporate issues surrounding Council properties and accommodation moves.
OSMC/09/55	Value for Money Consideration of the work undertaken by the Council and the methodology in place to assess and ensure value for money.	Information supplied by, and questioning of, lead officer via in meeting review	Consider work undertaken to assess and ensure value for money and make suggestions for improvement.	RMSC	Start: 11/11/10 End: 11/11/10	John Ashworth - 2870 Environment	Councillor Keith Chopping	An appropriate subject that meets the acceptance criteria. Previously undertaken in April 2009.
OSMC/09/57	Revenue and capital budget reports To receive the latest period revenue and capital budget reports and consider any areas of concern.	Information supplied by, and questioning of, lead officer via in meeting review	Monitoring item	RMSC	Start: 13/09/10 End:	Andy Walker - 2433 Finance	Councillor Keith Chopping	May lead to areas for in depth review.
OSMC/09/63	Establishment Reports To receive the latest report on the changes to the Council's establishment.	Information supplied by, and questioning of, lead officer via in meeting review	Monitoring item	RMSC	Start: 13/09/10 End:	Robert O'Reilly - 2358 Human Resources	Councillor Anthony Stansfeld	May lead to areas for in depth review.
OSMC/09/70	Chief Executive Directorate budget monitoring To discuss the current position and ways to resolve any overspends within the budget	Information supplied by, and questioning of lead officer.	Identify improvements to processes.	RMSC	Start: 19/01/10 End: 11/11/10	Nick Carter - 2101 Chief Executive	Councillor Keith Chopping	Requested by RMSC on 24th November.

OVERVIEW & SCRUTINY MANAGEMENT COMMISSION AND SELECT COMMITTEE WORK PROGRAMME

Reference (a)	Subject/purpose (b)	Methodology (c)	Expected outcome (d)	Review Body (e)	Dates (f)	Lead Officer(s)/ Service Area (g)	Portfolio Holder(s) (h)	Comments (h)
OSMC/10/82	Procurement processes To receive a briefing on the procurement processes in place within the Council to inform a potential review	Information supplied by, and questioning of lead officer.	To gain an understanding of the processes in place to assess whether further work is required by the Select Committee.	RMSC	Start: 12/07/10 End: 13/09/10	Mike Sullivan - 2415 Legal & Electoral Services (Procurement team)	Councillor Keith Chopping	Accepted onto the work programme by OSMC on 25/5
OSMC/09/37	Partnership activity in response to the recession. Assessment of the impact of the measures taken by the West Berkshire Partnership to mitigate the local effects of the recession.	Information supplied by, and questioning of, lead officers, and external partners.	Monitoring item	SCSC	Start: End:	Policy & Communication	Councillor Pamela Bale & Councillor Keith Chopping	High profile activity that is very topical that will give visibility to the work that the Council and its partners are doing on behalf of residents and businesses.
OSMC/09/39	Playbuilder Programme Assessment of arrangements for improving play provision.	In meeting review with information supplied by, and questioning of, lead officers.	To improve play provision.	SCSC	Start: 21/10/10 End: 21/10/10	David Hogg - 2815 Youth Services & Commissioning	Councillor Gordon Lundie	High profile activity that addresses concerns raised consistently by local people.
OSMC/09/42	Supporting Small schools To review funding pupil numbers and educational viability.	Information supplied by, and questioning of, lead officers, and external partners.		SCSC	Start: 21/10/10 End:	Ian Pearson - 2729 Education	Councillor Barbara Alexander	Retaining small rural schools is currently Council policy.
OSMC/09/47	Monitor changes introduced to the Youth Service To monitor annually the progress of the changes being introduced to the Youth Service and the impact that they make on an annual basis until 1 year after all changes have been fully introduced.	Information supplied by, and questioning of, lead officer via in meeting review	Monitoring item	SCSC	Start: 27/01/11 End: 27/01/11	Mark Vernon - 2552 Children & Youth Services	Councillor Gordon Lundie	This was a recommendation of the facilities for young people task group that was endorsed by the OSC.
OSMC/10/77	Housing register To consider the workings of the list, reviews, communication with those on the waiting list.	Information supplied by, and questioning of, lead officer via in meeting review	To be identified.	SCSC	Start: 08/07/10 End: 21/10/10	June Graves - 2733 Housing & Performance	Councillor Alan Law	As requested by OSMC on 26th January 2010. Agreement to form a working group by SCSC. First meeting 6/9/10.

OVERVIEW & SCRUTINY MANAGEMENT COMMISSION AND SELECT COMMITTEE WORK PROGRAMME

Reference (a)	Subject/purpose (b)	Methodology (c)	Expected outcome (d)	Review Body (e)	Dates (f)	Lead Officer(s)/ Service Area (g)	Portfolio Holder(s) (h)	Comments (h)
OSMC/10/83	Primary school admissions To identify whether the difficulties reported by a number of local authorities with primary school placements had an effect in West Berkshire.	Information supplied by, and questioning of, lead officer via in meeting review	To gain an understanding of the issue.	SCSC	Start: 27/01/11 End: 27/01/11	Malcolm Berry - 2770 Education	Councillor Barbara Alexander	Accepted onto the work programme by OSMC on 25/5
OSMC/09/34	Gating orders To review protocol for gating orders adopted in October 2008.			SSC	Start: 06/12/10 End:	Alex O'Connor - 264608 Policy & Communication	Councillor Anthony Stansfeld	Specified in original review of 2008 to be reviewed after one year.
OSMC/10/74	Policy for the installation of fire sprinklers in Council buildings To review the requirement for a policy for the implementation of fire sprinklers in Council buildings.	Interview with relevant officers and review of available research information.	To identify whether there is a need for a policy regarding fire sprinkler systems in Council buildings (including schools).	SSC	Start: 06/04/10 End: 20/09/10	Steve Broughton - 2837 Health and Safety and Property.	Councillor Anthony Stansfeld	Investigations to include whether a return on the investment of installing sprinklers could bring a reduction in insurance costs

Individual Executive Member Decision

Title of Report:	Replacement Representation on Henwick Worthy JMC (Substitute)
Report to be considered by:	Individual Executive Member Decision
Date on which Decision is to be taken:	14 October 2010
Forward Plan Ref:	ID2137

Purpose of Report: To appoint a replacement representative on the Henwick Worthy JMC following the resignation from the Council.

Recommended Action: To appoint a substitute representative.

Reason for decision to be taken: This is one of the Council's outside bodies.

Statutory: **Non-Statutory:**
Other:

Other options considered: None

Key background documentation: None

Portfolio Member Details	
Name & Telephone No.:	Councillor Graham Jones - Tel (01235) 762744
E-mail Address:	gjones@westberks.gov.uk

Contact Officer Details	
Name:	Moira Fraser
Job Title:	Democratic Services Manager
Tel. No.:	01635 519045
E-mail Address:	mfraser@westberks.gov.uk

Implications

Policy: None
Financial: None

Personnel: None
Legal/Procurement: None
Environmental: None
Partnering: None
Property: None
Risk Management: None
Community Safety: None
Equalities: Not required

Consultation Responses

Members:

Leader of Council: Graham Jones –
Overview & Scrutiny Management Commission Chairman: Brian Bedwell -
Select Committee Chairman: Geoff Findlay -
Ward Members: Not applicable
Opposition Spokesperson: Jeff Brooks –
Local Stakeholders: Not applicable
Officers Consulted: Stewart Souden, Katharine Sheehan, Robin Steel
Trade Union: Not required

Is this item subject to call-in.	Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>
If not subject to call-in please put a cross in the appropriate box:		
The item is due to be referred to Council for final approval	<input type="checkbox"/>	
Delays in implementation could have serious financial implications for the Council	<input type="checkbox"/>	
Delays in implementation could compromise the Council's position	<input type="checkbox"/>	
Considered or reviewed by OSC or associated Task Groups within preceding 6 months	<input type="checkbox"/>	
Item is Urgent Key Decision	<input type="checkbox"/>	

Supporting Information

1. Background

- 1.1 The role of this outside body is to discuss issues of policy relating to the sports and recreation centre. The Committee can take decisions about Henwick Worthy which is co-funded by Thatcham Town Council and West Berkshire Council.
- 1.2 It is made up of 6 members, 3 from each Council. Thatcham Town Council and West Berkshire Council have 2 substitutes to ensure meetings are quorate.
- 1.3 The current Members of the Henwick Worthy JMC are Councillors Keith Woodhams, Owen Jeffery and Richard Crumly. Councillor Graham Pask and Terry Port (appointed 05 November 2009) were the appointed substitutes.
- 1.4 Councillor Terry Port resigned from the West Berkshire Council on the 08 June 2010. The Council therefore needs to appoint an additional substitute to attend the meetings. Following Councillor Port's resignation a copy of a report requesting a substitute was circulated to both groups (July 2007).
- 1.5 Unfortunately at that time no nominations were forthcoming from either political group. Councillor Robert Morgan was appointed to the Council in the ensuing bye – election and has now registered an interest in being appointed as a substitute on the outside body.
- 1.6 The Leader of the Council is therefore asked to consider this nomination or any others that may be forthcoming.

Appendices

There are no Appendices to this report.

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