

# Individual Decision

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The attached report will be taken as  
Individual Portfolio Member Decision on:

**Thursday, 11th November, 2010**

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<b>Ref:</b>	<b>Title</b>	<b>Portfolio Member(s)</b>	<b>Page No.</b>
ID2068	<b>West Berkshire Council Forward Plan December 2010 to March 2011</b>	Councillor Graham Jones	1 - 20



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## Individual Executive Member Decision

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<b>Title of Report:</b>	<b>West Berkshire Council Forward Plan - December 2010 to March 2011</b>
<b>Report to be considered by:</b>	Individual Executive Member Decision
<b>Date on which Decision is to be taken:</b>	11 <sup>th</sup> November 2010
<b>Forward Plan Ref:</b>	ID2068

**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	
<b>Name &amp; Telephone No.:</b>	Councillor Graham Jones - Tel (01235) 762744
<b>E-mail Address:</b>	gjones@westberks.gov.uk

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

## Implications

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

## Consultation Responses

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### Members:

<b>Leader of Council:</b>	Leader of the Council
<b>Overview &amp; Scrutiny Management Commission Chairman:</b>	OSMC Chair
<b>Select Committee Chairman:</b>	
<b>Ward Members:</b>	All Members
<b>Opposition Spokesperson:</b>	Opposition Leader
<b>Local Stakeholders:</b>	The West Berkshire Forward Plan will be published the first working day after the Individual Decision is signed.
<b>Officers Consulted:</b>	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.
<b>Trade Union:</b>	Not sought.

<b>Is this item subject to call-in.</b>	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

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### 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

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

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# West Berkshire Council Forward Plan

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# West Berkshire Council Forward Plan – December 2010 to March 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
<b>DECEMBER 2010</b>											
ID2167	<b>Newbury Racecourse - Proposed waiting restrictions</b> <i>To consider the responses received during statutory consultation.</i>	ID	01/12/10	Environment	Andrew Garratt	Highways, Transport (Operationa) & ICT			Statutory consultees, general public, Parish Council and Ward Members		01 December 2010
ID2069	<b>Adoption of Parish Plans</b> <i>To adopt Parish Plans.</i>	ID	01/12/10	Chief Executive	Jo Naylor	Partnerships, Equality, The Visions		TBC			01 December 2010
ID2070	<b>Approval of Village Design Statements</b> <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	<b>Westridge Green, Aldworth - Proposed 30mph speed limit</b> <i>To consider the responses received during statutory consultation.</i>	ID	01/12/10	Environment	Andrew Garratt	Highways, Transport (Operationa) & ICT			Statutory consultees, general public, Parish Council and Ward Members		01 December 2010
ID2071	<b>West Berkshire Forward Plan - January 2011 to April 2011</b> <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
C1982	<b>West Berkshire Council Timetable of Public Meetings</b> <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

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](mailto: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.**

<b>KEY:</b>
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# West Berkshire Council Forward Plan – December 2010 to March 2011

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C2003	<b>Stronger Leader and Cabinet Model - Outcomes of Consultation</b> <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
C2162	<b>Designation of a New Conservation Area in Peasmore and Adoption of the Peasmore Conservation Area Appraisal</b> <i>To designate a new Conservation Area in Peasmore and adopt the Peasmore Conservation Area Appraisal.</i>	C	09/12/10 C	Environment	Bryan Lyttle	Planning, Housing and Transport Policy		01/12/10	English heritage, other national and local heritage societies, local stakeholders including local residents, Ward and Parish Councillors		01 December 2010
C2163	<b>Streatley Conservation Area Appraisal</b>	C	09/12/10 C	Environment	Bryan Lyttle	Planning, Housing and Transport Policy		01/12/10	English heritage, other national and local heritage societies, local stakeholders including local residents, Ward and Parish Councillors		01 December 2010
C2164	<b>Appointment of Designated Scrutiny Officer</b> <i>A Statutory Requirement to appoint someone to the role of Scrutiny Officer.</i>	C	15/11/10 GA 09/12/10 C	Democratic Services	Moira Fraser	Leader of the Council		05/11/10 GA 01/12/10 C			01 December 2010
C1886	<b>Amendments to the Constitution - Scheme of Delegation</b> <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

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C2173	Licensing Policy (Alcohol)	C	09/12/10 C	Environment	Brian Leahy	Environment, "Cleaner Greener", Public Protection, Customer Services		01/12/10			01 December 2010
	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
<b>JANUARY 2011</b>											
ID2148	<b>Dorneywood Way area, Newbury - Proposed 20mph speed limit zone</b> <i>To consider the responses received during statutory consultation.</i>	ID	01/01/11	Environment	Andrew Garratt	Highways, Transport (Operational) & ICT		TBC			01 January 2011
ID2153	<b>A340 Tidmarsh Road - 40mph speed limit</b> <i>To consider the responses received during statutory consultation.</i>	ID	01/01/11	Environment	Andrew Garratt	Highways, Transport (Operational) & ICT		TBC			01 January 2011
ID2053	<b>West Berkshire District Council Order, Station Road, Kintbury, 40mph speed limit</b>	ID	01/01/11	Environment	Andrew Garratt	Highways, Transport (Operational) & ICT		TBC			01 January 2011
ID2144	<b>Speed Limit Review - October 2010</b> <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	01/01/11	Environment	Andrew Garratt	Planning, Housing, Transport Policy		TBC			01 January 2011
ID2075	<b>Adoption of Parish Plans</b> <i>To adopt Parish Plans.</i>	ID	01/01/11	Chief Executive	Jo Naylor	Partnerships, Equality, The Visions		TBC			01 January 2011

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ID2076	<b>Approval of Village Design Statements</b> <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	<b>Hampstead Norreys - Proposed 40mph speed limit</b> <i>To consider the responses received during statutory consultation.</i>	ID	01/01/11	Environment	Andrew Garratt	Highways, Transport (Operational) & ICT		TBC	Statutory consultees, general public, Parish Council and Ward Members		01 January 2011
ID2186	<b>Reading Road Burghfield - Proposed 50mph Speed Limit</b> <i>To consider the responses received during statutory consultation.</i>	ID	01/01/11	Environment	Andrew Garratt	Highways, Transport (Operational) & ICT		TBC			01 January 2011
ID2185	<b>Various Villages Parking Review 2010 - Amendment No 8</b> <i>To consider the responses received during statutory consultation.</i>	ID	04/01/11	Environment	Andrew Garratt	Highways, Transport (Operational) & ICT		TBC			01 January 2011
ID2074	<b>West Berkshire Forward Plan - February 2011 to May 2011</b> <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	<b>Council Plan Outcomes 2010/11: Quarterly Performance Update - Q2</b> <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	<b>Establishment Report Q2 2010/11</b>	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	<b>Empowering West Berkshire</b>	EX	13/01/11 EX	Chief Executive	Andy Day	Portfolio Holders for Leisure & Culture and Community Care		06/01/11			01 January 2011
EX2157	<b>Response to the Scrutiny Review into the Performance of Schools in West Berkshire</b> <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	<b>Newbury Town Centre Traffic Management Issues - Second Report</b> <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
EX2177	<b>Taxbase 2011-12</b>	EX	13/01/11 EX	Chief Executive	Joseph Holmes			06/01/11			01 January 2011

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EX2174	<b>Future Governance of the West Berkshire Partnership Framework</b>	EX	13/01/11 EX	Chief Executive	Sam Shepherd			06/01/11			01 January 2011
<b>FEBRUARY 2011</b>											
ID2078	<b>Adoption of Parish Plans</b> <i>To adopt Parish Plans.</i>	ID	01/02/11	Chief Executive	Jo Naylor	Partnerships, Equality, The Visions		TBC			01 February 2011
ID2079	<b>Approval of Village Design Statements</b> <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	<b>West Berkshire Forward Plan - March 2011 to June 2011</b> <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
GAC2114	<b>Internal Audit Q2 2010/11</b>	GA	14/02/11 GA	Chief Executive	Ian Priestley	Strategy, Performance, Community Safety		04/02/11			01 February 2011
GAC2117	<b>Strategic Risk Register Q2 2010/11</b>	GA	14/02/11 GA	Chief Executive	Ian Priestley	Strategy, Performance, Community Safety		04/02/11			01 February 2011
GAC1905	<b>Anti Fraud Strategy</b> <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

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EX2160	<b>West Berkshire Admission Arrangements 2012-13 for Community and Voluntary Controlled Schools and Co-ordinated Admission Scheme</b> <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	<b>Financial Report Q3 2010/11</b>	EX	17/02/11 EX	Chief Executive	Andy Walker	Finance, Economic Development, Property, Health and Safety		09/02/11			01 February 2011
<b>MARCH 2011</b>											
ID2081	<b>Adoption of Parish Plans</b> <i>To adopt Parish Plans.</i>	ID	01/03/11	Chief Executive	Jo Naylor	Partnerships, Equality, The Visions		TBC			01 March 2011
ID2082	<b>Approval of Village Design Statements</b> <i>To approve Village Design Statements.</i>	ID	01/03/11	Chief Executive	Paula Amorelli (2233)	Planning, Housing, Transport Policy		TBC			01 March 2011
ID2080	<b>West Berkshire Forward Plan - April 2011 to July 2011</b> <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	17/03/11	Chief Executive	Moira Fraser (2045)	Leader of the Council		09/03/11		Not subject to call in.	01 March 2011
EX2108	<b>Council Plan Outcomes 2010/11: Quarterly Performance Update - Q3</b> <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	31/03/11 EX	Chief Executive	David Cook	Strategy, Performance, Community Safety		23/03/11	Performance officers, EPMG/IPG		01 March 2011

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EX2120	<b>Establishment Report Q3 2010/11</b>	EX	31/03/11 EX	Chief Executive	Robert O'Reilly	Strategy, Performance, Community Safety		23/03/11			01 March 2011
C2183	<b>Care Quality Commission Annual Rating for Adult Social Care 2009-10</b> <i>To publicly note the Care Quality Commission grading for Adult Social Care for 2009-10.</i>	EX	13/01/11 EX 03/03/11 C	Community Services	Jeanette Chappell	Community Care, Pensions, Insurance		06/01/11 EX 24/02/11 C			01 March 2011
C2178	<b>Budget 2011-12</b>	C	17/02/11 EX 03/03/11 C	Chief Executive	Andy Walker	Leader of the Council		09/02/11 EX 24/02/11 C			01 March 2011
C2179	<b>MTFS</b>	C	17/02/11 EX 03/03/11 C	Chief Executive	Andy Walker	Leader of the Council		09/02/11 EX 24/02/11 C			01 March 2011
C2180	<b>Borrowing Limits</b>	C	17/02/11 EX 03/03/11 C	Chief Executive	Andy Walker	Leader of the Council		09/02/11 EX 24/02/11 C			01 March 2011
C2181	<b>Capital Strategy and Programme</b>	C	17/02/11 EX 03/03/11 C	Environment	John Ashworth	Leader of the Council		09/02/11 EX 24/02/11 C			01 March 2011
C2104	<b>Amendments to Part 10 of the Council's Constitution</b>	C	14/02/11 GA 03/03/11 C	Chief Executive	Andy Walker/ David Holling	Leader of the Council		07/02/11 GA 24/02/11 C			01 March 2011
C2184	<b>Sustainable Community Strategy Update 2011/12</b> <i>To agree the Sustainable Community Strategy.</i>	C	03/03/11 C	Chief Executive	Sam Shepherd	Leader of the Council		24/02/11 C			01 March 2011

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

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# 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.

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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.

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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:	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: 15/03/11 End: 15/03/11	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.

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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/09/47	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 register, 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:	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 27/9/10.
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.

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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