

# Individual Decision

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

**Thursday, 10th February, 2011**

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<b>Ref:</b>	<b>Title</b>	<b>Portfolio Member(s)</b>	<b>Page No.</b>
ID2077	<b>West Berkshire Council Forward Plan - March 2011 to June 2011</b>	Councillor Graham Jones	1 - 18



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## Individual Executive Member Decision

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<b>Title of Report:</b>	<b>West Berkshire Council Forward Plan - March 2011 to June 2011</b>
<b>Report to be considered by:</b>	Individual Executive Member Decision
<b>Date on which Decision is to be taken:</b>	10 February 2011
<b>Forward Plan Ref:</b>	ID2077

**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:

**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.

<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 - March 2011 to June 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 – March 2011 – June 2011

Reference	Decision and Purpose	Decision Body	Decision Path	Directorate	Contact & Ext. No.	Lead Member (Portfolio Holder for ...)	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
<b>March 2011</b>											
ID2216	<b>Petition for HGV ban on Mill Lane and Boundary Road, Newbury</b>	ID	01/03/11	Environment	Andrew Garratt	Highways, Transport (Operational) & ICT		TBC			01 March 2011
ID2217	<b>Petition for action to stop speeding traffic through Eastbury</b>	ID	01/03/11	Environment	Andrew Garratt	Highways, Transport (Operational) & ICT		TBC			01 March 2011
ID2166	<b>Hampstead Norreys - Proposed 40mph speed limit</b> <i>To consider the responses received during statutory consultation</i>	ID	01/03/11	Environment	Andrew Garratt	Highways, Transport (Operational) & ICT		TBC	Statutory consultees, general public, Parish Council and Ward Members		01 March 2011
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	Planning, Housing, Transport Policy		TBC			01 March 2011
ID2225	<b>Museum Acquisition and Disposal Policy</b>	ID	01/03/11	Community Services	Steph Gillett	Children & Families, Youth Service, Culture & Leisure		TBC			01 March 2011
OS2111	<b>Financial Report (Revenue and Capital) Month 10 2010/11</b>	OSMC	15/03/11	Chief Executive	Andy Walker	Finance, Economic Development, Property, Health and Safety		08/03/11			01 March 2011

**KEY:**  
 ID = Individual Executive Member Decision  
 EX = Executive  
 C = Council  
 GA = Governance & Audit Committee  
 S = Standards Committee  
 PC = Personnel Committee

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: [mifraser@westberks.gov.uk](mailto:mifraser@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.**

# West Berkshire Council Forward Plan – March 2011 – June 2011

Reference	Decision and Purpose	Decision Body	Decision Path	Directorate	Contact & Ext. No.	Lead Member (Portfolio Holder for ...)	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
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	Leader of the Council		09/03/11		Not subject to call in.	01 March 2011
GA2212	<b>IFRS Policy changes and Re-statement of the major Statements</b> <i>To approve elements of the 2010-11 financial statements in advance of the June 2011 Governance &amp; Audit committee meeting.</i>	GA	28/03/11 GA	Chief Executive	Joseph Holmes	Finance, Economic Development, Property, Health and Safety		18/03/11			01 March 2011
EX2206	<b>Report and Action Plan of the Annual Unannounced Inspection of Contact, Referral &amp; Assessment Arrangement within West Berkshire</b>	EX	31/03/11 EX	Children and Young People	Lorna Hunt	Education		23/03/11			01 March 2011
EX2207	<b>Community Led Planning - Performance Report</b>	EX	31/03/11 EX	Chief Executive	Jo Naylor	Partnerships, Equality, The Visions		23/03/11			01 March 2011
EX2205	<b>Traffic Management &amp; Road Safety Programme 2011/12</b> <i>To advise Members of the Traffic Management &amp; Road Safety Works Programme 2011/12</i>	EX	31/03/11 EX	Environment	Andrew Garratt	Highways, Transport (Operational) & ICT		23/03/11			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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# West Berkshire Council Forward Plan – March 2011 – June 2011

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EX2191	<b>Scrutiny Review on the use of local resources - Local Food</b> <i>To consider the findings of the Greener Select Committee review into local food</i>	EX	31/03/11 EX	Environment	Adrian Slaughter	Environment, 'Cleaner Greener', Public Protection, Customer Services		23/03/11			01 March 2011
EX2210	<b>Child Poverty Strategy</b>	EX	31/03/11 EX	Children and Young People	Julia Waldman	Children & Families, Youth Service, Culture & Leisure		23/03/11			01 March 2011
EX2219	<b>Implementation Plan for the Local Transport Plan 2011-2026</b> <i>To seek approval of the LTP Implementation Plan</i>	EX	31/03/11 EX	Environment	Jenny Graham	Planning, Housing and Transport Policy		23/03/11			01 March 2011
EX2224	<b>Childrens Social Care Complaints Report</b> <i>To inform Members on the complaints activity in this service area during the year 2009-10</i>	EX	31/03/11 EX	Children and Young People	Yvette Jones	Children & Families, Youth Service, Culture & Leisure		23/03/11			01 March 2011
C2195	<b>Amendments to the Constitution - Changes to the Terms of Reference of the Standards Committee and Governance and Audit Committee</b> <i>To amend the terms of reference of the two committees in line with the recent recommendations arising from an Internal Audit of the Management of the Constitution.</i>	C	17/01/11 STDS 14/02/11 GA 03/03/11 C	Chief Executive	Moirra Fraser	Leader of the Council		04/02/11			01 March 2011

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# West Berkshire Council Forward Plan – March 2011 – June 2011

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C2192	<b>Local Transport Plan 2011-2026</b> <i>To seek approval for the new Local Transport Plan</i>	C	03/03/11 C	Environment	Jenny Graham	Planning, Housing and Transport Policy		22/02/11	Parish and Town Council, All Memebers, Transport Operators, Local Interest Groups, Representatives of national organisations, GOSE. Neighbouring Local Highway Authorities. Emergency Services, LSP.		01 March 2011
C2178	<b>Revenue Budget 2011-12</b>	C	17/02/11 EX 03/03/11 C	Chief Executive	Andy Walker	Finance, Economic Development, Property, Health and Safety		09/02/11			01 March 2011
C2179	<b>MTFS</b>	C	17/02/11 EX 03/03/11 C	Chief Executive	Andy Walker	Finance, Economic Development, Property, Health and Safety		09/02/11			01 March 2011
C2180	<b>Local Government Act 2003 - Borrowing Limits and Annual Investment Strategy 2011/12</b>	C	17/02/11 EX 03/03/11 C	Chief Executive	Andy Walker	Finance, Economic Development, Property, Health and Safety		09/02/11			01 March 2011

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# West Berkshire Council Forward Plan – March 2011 – June 2011

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C2181	<b>Capital Strategy and Programme</b>	C	17/02/11 EX 03/03/11 C	Environment	John Ashworth	Finance, Economic Development, Property, Health and Safety		09/02/11			01 March 2011
C2199	<b>Council Governance</b>	C	14/02/11 GA 03/03/11 C	Chief Executive	Andy Day	Leader of the Council		03/02/11			01 March 2011
C2104	<b>Amendments to Part 1, 2, 10 and 11 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		03/02/11			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	Partnerships, Equality, The Visions		22/02/11			01 March 2011
C2220	<b>Sex Establishments Licensing</b> <i>To consider the adoption of Section 27 of the Policing and Crime Act.</i>	C	03/03/11 C	Environment	Brian Leahy	Environment, "Cleaner Greener", Public Protection		22/02/11			01 March 2011
<b>April 2011</b>											
ID2053	<b>West Berkshire District Council Order, Station Road, Kintbury, 40mph speed limit</b>	ID	01/04/11	Environment	Andrew Garratt	Highways, Transport (Operational) & ICT		04/06/10			01 April 2011
ID2084	<b>Adoption of Parish Plans</b> <i>To adopt Parish Plans.</i>	ID	01/04/11	Chief Executive	Jo Naylor	Partnerships, Equality, The Visions		TBC			01 April 2011
ID2085	<b>Approval of Village Design Statements</b> <i>To approve Village Design Statements.</i>	ID	01/04/11	Chief Executive	Paula Amorelli (2233)	Planning, Housing, Transport Policy		TBC			01 April 2011

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ID2083	<b>West Berkshire Forward Plan - May 2011 to August 2011</b> <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	14/04/11	Chief Executive	Moirra Fraser (2045)	Leader of the Council		06/04/11		Not subject to call in.	01 April 2011
GA2218	<b>Financial Statements: 2010-11</b> <i>To inform members of the financial statements 2010-11 prepared in accordance with CIPFA's IFRS code</i>	GA	18/04/11 GA	Chief Executive	Joseph Holmes	Finance, Economic Development, Property, Health and Safety		08/04/11			01 April 2011
<b>May 2011</b>											
C2155	<b>Report to Consider the Recommendations of the IRP</b>	C	12/05/11 C	Chief Executive	Jo Watt	Leader of the Council		09/05/11			01 May 2011
<b>June 2011</b>											
GAC2056	<b>Internal Audit Q4 2010/11</b>	GA	01/06/11 GA	Chief Executive	Ian Priestley	Strategy, Performance, Community Safety		24/05/11			01 June 2011
GAC2118	<b>Strategic Risk Register Q4 2010/11</b>	GA	01/06/11 GA	Chief Executive	Ian Priestley	Strategy, Performance, Community Safety		24/05/11			01 June 2011
EX2116	<b>Financial Report Q4 2010/11</b>	EX	16/06/11 EX	Chief Executive	Andy Walker	Finance, Economic Development, Property, Health and Safety		09/06/11			01 June 2011
EX2121	<b>Establishment Report Q4 2010/11</b>	EX	16/06/11 EX	Chief Executive	Robert O'Reilly	Strategy, Performance, Community Safety		09/06/11			01 June 2011

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EX2124	<b>Council Plan Outcomes Q4 2010/11</b>	EX	16/06/11 EX	Chief Executive	David Cook	Strategy, Performance, Community Safety		09/06/11			01 June 2011
EX2109	<b>Council Plan Outcomes 2010/11: Quarterly Performance Update - Q4</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	16/06/11 EX	Chief Executive	David Cook	Strategy, Performance, Community Safety		09/06/11	Performance officers, EPMG/IPG		01 June 2011

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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/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 & Public Protection	Councillor Hilary Cole	Agreed Council Motion - 4/3/10
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 & Countryside 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: 20/01/11 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: 17/11/10 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.

# 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/	Delayed discharges from hospital To determine the causes of delayed discharges from hospitals affecting West Berkshire residents.	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 of the Royal Berkshire NHS Trust and Bev Searle - NHS Berkshire West. Royal Berkshire NHS Trust & NHS Berkshire West	Councillor Joe Mooney	
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: 20/01/11 End:	Jan Evans - 2736 Community Services	Councillor Joe Mooney	Review of how national changes may need to influence local criteria for accessing social care.
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	



# 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/10/86	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/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.
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 2009 and the item to consider the Place Survey results on 15th September 2009.
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.

# 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/10/76	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:	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: 09/06/11	Julia Waldman - 2815 Children and Young People	Councillor Gordon Lundie	As requested by OSMC on 2nd March 2010.
OSMC/11/101	The Council's response to the severe weather of winter 2010/11 To review the Council's response to the severe weather experienced during the winter of 2010/11	In meeting review with information supplied by, and questioning of, lead officers.		OSMC	Start: 01/03/11 End: 01/03/11	Various		Terms of Reference approved by OSMC on 18/01/11
OSMC/11/102	Planning Performance Indicator - affordable housing units To explore factors causing this indicator to be reported as red, including the impact of the recession, and the remedial action being taken.	In meeting review with information supplied by, and questioning of, lead officers.		OSMC	Start: 01/03/11 End: 01/03/11	Gary Lugg - 2617 Planning and Countryside	Councillor Alan Law	Requested as part of the discussion on the Q2 performance report.
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/Steve Duffin - 2594 Benefits & Exchequer	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.

# 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/10/96	Local Land and Property Gazetteer (LLPG) To investigate the potential to increase the level of data accessible through the LLPG.	In meeting review with information supplied by, and questioning of, lead officers.		RMSC	Start: 15/03/11 End: 15/03/11	Phil Parker - 2133 ICT	Councillor David Betts	Item forwarded by the Stronger Communities Select Committee Common Housing Register Task Group.
OSMC/11/103	Car park budgets To explore budget pressures reported in this area.	In meeting review with information supplied by, and questioning of, lead officers.		RMSC	Start: 15/03/11 End: 15/03/11	Mark Edwards - 2208 Highways & Transport	Councillor David Betts	Requested by RMSC on 25 January 2011.
OSMC/11/98	Legal and Electoral Services Budget To discuss budget pressures within this service area.	In meeting review with information supplied by, and questioning of, lead officers.		RMSC	Start: End:	David Holling - Legal & Electoral Services		Requested by RMSC on 14 December 2010.
OSMC/11/99	Highways Asset Management Plan To review the AMP and the highways land contained within it.	In meeting review with information supplied by, and questioning of, lead officers.		RMSC	Start: End:	Mark Edwards - 2208 Highways & Transport	Councillor David Betts	Requested by RMSC on 14 December 2010.
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:	Jayne Mills - 2972 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/10/77	Common 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: 07/02/11	June Graves - 2733 Housing & Performance	Councillor Alan Law	As requested by OSMC on 26th January 2010. Agreement to form a working group by SCSC. Two meetings held.
OSMC/10/83	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: 07/02/11 End: 07/02/11	Caroline Corcoran - 2030 Education	Councillor Barbara Alexander	Accepted onto the work programme by OSMC on 25/5

# 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/10/95	Big Society To explore the initiative as a way of enabling people and encouraging them to take responsibility for their own communities.	Initial briefing followed by in meeting review.		SCSC	Start: End:	Andy Day - 2459 Policy & Communication		Item to be scheduled at a later date once further detail known.
OSMC/11/100	School Academies To review the effect of schools becoming Academies on the capacity of the LEA.	Task group review with information supplied by, and questioning of, lead officers and external partners. Update provided by Chairman of work being presented to the Safer Communities Partnership on 13/12/10.		SCSC	Start: 07/02/11 End:	Ian Pearson - 2729 Education	Councillor Barbara Alexander	Terms of Reference approved by OSMC on 18/01/11
OSMC/10/92	Integrated Offender Management Programme To review how the Council can support the Integrated Offender Management Programme in the future.			SSC	Start: 06/12/10 End:	Susan Powell - 264703 Policy and Communication	Councillor Anthony Stansfeld	