

Individual Decision

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

Thursday, 12th January, 2012

Ref:	Title	Portfolio Member(s)	Page No.
ID2253	West Berkshire Forward Plan - February 2012 to May 2012	Councillor Graham Jones	1 - 18
ID2372	Audrey's Meadow	Councillor Hilary Cole	19 - 28



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Individual Executive Member Decision

Title of Report:	West Berkshire Council Forward Plan - February 2012 to May 2012
Report to be considered by:	Individual Executive Member Decision
Date on which Decision is to be taken:	12 th January 2012
Forward Plan Ref:	ID2253

Purpose of Report: To advise Members and residents 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.

Other options considered: Not applicable.

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:	The Forward Plan details the Policies to be adopted by West Berkshire Council.
Financial:	The Forward Plan has no financial implications.
Personnel:	The Forward Plan has no personnel implications.
Legal/Procurement:	The Forward Plan has no legal or procurement implications.
Environmental:	The Forward Plan has no environmental implications.
Property:	The Forward Plan has no property implications.
Risk Management:	The Forward Plan has no risk management implications.
Equalities:	The Forward Plan is a publication of the Council available for all residents at the Council Office in Market Street and on the Council's website.

Consultation Responses

Members:

Leader of Council:	Councillor Graham Jones.
Overview & Scrutiny Management Commission Chairman:	Councillor Brian Bedwell.
Ward Members:	All Members.
Opposition Spokesperson:	Councillor Jeff Brooks.
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.
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 O&SMC or associated Task Groups within preceding six 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 four 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 for information is Appendix B - the Overview and Scrutiny Management Commission and Sub-Committees Work Programme.
- 1.3 Publication of the Forward Plan is a statutory requirement of the Local Authority.

Appendices

Appendix A – West Berkshire Council Forward Plan – February 2012 to May 2012.

Appendix B – Overview and Scrutiny Management Commission and Sub-Committee Work Programmes.

West Berkshire Council Forward Plan



West Berkshire Council Forward Plan – February 2012 to May 2012

Reference	Decision and Purpose	Decision Body	Decision Path	Directorate	Contact	Lead Member (Portfolio Holder for . . .)	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
ID2324	Speed Limit Review January 2012 (& response to petition regarding Clayhill Road, Burghfield) <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	01/02/12	Environment	Andrew Garratt	Highways, Transport (Operational), ICT, Customer Services		TBC	Local ward members		01 February 2012
ID2405	Easton Village - Proposed 30mph Speed Limit <i>To consider the responses received during the statutory consultation.</i>	ID	01/02/12	Environment	Andrew Garratt	Highways, Transport (Operational), ICT, Customer Services		TBC			01 February 2012
ID2406	Sulham Village - Proposed 30mph Speed Limit <i>To consider the responses received during statutory consultation.</i>	ID	01/02/12	Environment	Andrew Garratt	Highways, Transport (Operational), ICT, Customer Services		TBC			01 February 2012
ID2407	Kintbury Road, Inkpen - Proposed 30mph Speed Limit <i>To consider the responses received during statutory consultation</i>	ID	01/02/12	Environment	Andrew Garratt	Highways, Transport (Operational), ICT, Customer Services		TBC			01 February 2012

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
C = Council
GA = Governance & Audit Committee
S = Standards Committee
PC = Personnel Committee

West Berkshire Council Forward Plan – February 2012 to May 2012

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ID2413	West Berkshire Bid to the DfT Local Sustainable Transport Fund <i>To approve a funding bid of approximately £3.9million for submission to DfT</i>	ID	01/02/12	Environment	Phil Crockford	Planning, Transport Policy, Housing, Economic Development		TBC	Oxfordshire County Council, Science Vale UK, AWE, Vodafone, West Berkshire Partnership, CTC, Sustrans, Berkshire NHS Trust, Job Centre Plus, Go Ahead Group, Newbury & District Buses, Transport Policy Task Group		01 February 2012
ID2256	West Berkshire Forward Plan - March 2012 to June 2012 <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	16/02/12	Chief Executive	Moira Fraser (2045)	Leader of Council		08/02/12	All Members, published on website for local residents	Not subject to call in.	01 February 2012
ID2254	Adoption of Parish Plans <i>To adopt Parish Plans.</i>	ID	01/02/12	Chief Executive	Jo Naylor	Partnerships, Equality, The Visions, Communities		TBC	Local Members and Stakeholders		01 February 2012
GA2388	Internal Audit - Interim Report for 2011/12 <i>To update the Committee on the outcomes of work performed by Internal Audit during 2011/12.</i>	GA	20/02/12 GA	Chief Executive	Ian Priestley	Finance, Property, Health and Safety		10/02/12			01 February 2012

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West Berkshire Council Forward Plan – February 2012 to May 2012

Reference	Decision and Purpose	Decision Body	Decision Path	Directorate	Contact	Lead Member (Portfolio Holder for . . .)	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
EX2350	Proposal for Redevelopment of Taceham House (Paragraph 3 - information relating to the financial or business affairs of a particular person) <i>To consider the options for Taceham House and agree best course of action.</i>	EX	09/02/12 EX	Community Services	Mel Brain	Planning, Housing, Transport Policy and Economic Development	Yes	31/01/12			01 February 2012
EX2403	School Meals Procurement	EX	09/02/12 EX	Children and Young People	Amerie Bailey	Children and Young People, Youth Service		31/01/12			01 February 2012
EX2402	Building Cleaning Contract Procurement	EX	09/02/12 EX	Children and Young People	Amerie Bailey	Children and Young People, Youth Service		31/01/12			01 February 2012

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West Berkshire Council Forward Plan – February 2012 to May 2012

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EX2393	<p>Implementing the Recommendations of the Munro Review of Child Protection - A Child Centred System</p> <p><i>The Munro report was commissioned by the Government in June 2010. It was written by Professor Eileen Munro of LSE after she was commissioned to review the circumstances leading up to the death of Peter Connelly (Baby P) and other high profile child abuse cases. The final report was produced in May 2011 and the Government produced their response accepting the majority of recommendations made in July 2011. Munro's recommendation will require a sea change in the delivery of child protection services. They will impact on all aspects of service delivery including training, procedures, ICT systems, leadership and governance. The purpose of this report is to set out the process for making the changes proposed in West Berks</i></p>	EX	09/02/12 EX	Children and Young People	Mark Evans	Children and Young People, Youth Service		31/01/12			01 February 2012
EX2290	Finance Report - Quarter 3	EX	09/02/12 EX	Chief Executive	Joseph Holmes	Finance, Property, Health and Safety		31/01/12			01 February 2012
EX2414	Local Enterprise Partnership Membership	EX	09/02/12 EX	Chief Executive	David Lowe	Planning, Transport Policy, Housing, Economic Development		31/01/12			01 February 2012

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West Berkshire Council Forward Plan – February 2012 to May 2012

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PC2400	Draft Pay Policy Statement	PC	PC -March 2012	Chief Executive	Jane Milone	Strategy, Performance, Community Safety		TBC			01 March 2012
n/a	LSP Governance	LSP	LSP in March	Chief Executive	Andy Day	Leader of Council		TBC			01 March 2012
ID2257	Adoption of Parish Plans <i>To adopt Parish Plans.</i>	ID	01/03/12	Chief Executive	Jo Naylor	Partnerships, Equality, The Visions, Communities		TBC	Local Members and Stakeholders		01 March 2012
ID2258	Approval of Village Design Statements <i>To approve Village Design Statements.</i>	ID	01/03/12	Environment	Paula Amorelli	Planning, Transport Policy, Housing, Economic Development		TBC	Local Members and Stakeholders		01 March 2012
ID2412	Hambridge Road/Boundary Road Junction Improvements <i>To consider the responses to the consultation of the above scheme and make a decision as to how to proceed</i>	ID	01/03/12	Environment	Neil Stacey	Highways, Transport (Operational), ICT, Customer Services		TBC	Ward Members, Town Council, local residents, road users		01 March 2012
ID2378	School Admission Arrangements 2013-14 <i>To determine the School Admission Arrangements for 2013-14</i>	ID	09/03/12	Children and Young People	Mwazwit a Mundang efpufu	Children and Young People, Youth Service		01/03/12			01 March 2012
ID2259	West Berkshire Forward Plan - April 2012 to July 2012 <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	15/03/12	Chief Executive	Moira Fraser (2045)	Leader of Council		07/03/12	All Members, published on website for local residents	Not subject to call in.	01 March 2012
ID2410	Highway Asset Management Plan 2012-16 <i>To approve the Highway Asset Management Plan</i>	ID	30/03/12	Environment	Melvyn May	Highways, Transport (Operational), ICT, Customer Services		22/03/12	Council Members		01 March 2012

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EX2320	Funding Arrangements Framework for Domiciliary Care (Paragraph 6 - information relating to proposed action to be taken by the Local Authority) <i>To seek approval for this policy change</i>	EX	29/03/12 EX	Community Services	Jan Evans	Community Care, Pensions, Insurance	Yes	21/03/12			01 March 2012
EX2409	London Road Industrial Estate	EX	29/03/12 EX	Chief Executive	Les Gaulton	Partnerships, Equality, The Visions, Communities		21/03/12			01 March 2012
EX2395	Key accountable measures and activities 2011/12. Update on progress: Q3 outturns	EX	29/03/12 EX	Chief Executive	Jason Teal	Strategy, Performance, Community Safety		21/03/12			01 March 2012
EX2408	Fairer Contributions Policy (Paragraph 6 - information relating to proposed action to be taken by the Local Authority) <i>To seek approval for this policy change</i>	EX	29/03/12 EX	Community Services	Jan Evans	Community Care, Pensions, Insurance	Yes	21/03/12			01 March 2012
EX2415	Traffic Management & Road Safety Programme 2012/13 <i>To advise Members of the Traffic Management & Road Safety works programme for 2012/13</i>	EX	29/03/12 EX	Environment	Andrew Garratt	Highways, Transport (Operational), ICT, Customer Services		21/03/12			01 March 2012
C2334	Revenue Budget: 2012-13 Financial Year <i>To consider and recommend to Council the 2012-13 revenue budget.</i>	C	09/02/12 EX 01/03/12 C	Chief Executive	Nick Carter/Andy Walker/Robert O'Reilly	Finance, Property, Health & Safety		31/01/12 EX 22/02/12 C			01 March 2012

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C2337	Capital Strategy and Programme 2012-2017	C	09/02/12 EX 01/03/12 C	Chief Executive	Andy Walker	Finance, Property, Health & Safety		31/01/12 EX 22/02/12 C			01 March 2012
C2335	Medium Term Financial Strategy	C	09/02/12 EX 01/03/12 C TEB 18/01/12	Chief Executive	Joseph Holmes	Finance, Property, Health & Safety		31/01/12 EX 22/02/12 C			01 March 2012
C2373	Corporate Strategy 2012-2016 <i>To define the strategic direction for the Council over the next four years.</i>	C	09/02/12 EX 01/03/12 C	Chief Executive	Jason Teal	Leader of Council		31/01/12 EX 22/02/12 C	All staff will be formally consulted over the autumn, partners and the general public (via the website) will also be consulted.		01 March 2012
C2336	Local Government Act 2003 - Borrowing Limits and Annual Investment Strategy 2012/13	C	09/02/12 EX 01/03/12 C	Chief Executive	Joseph Holmes	Finance, Property, Health & Safety		31/01/12 EX 22/02/12 C			01 March 2012
C2401	Draft Amended Terms of Reference for Personnel Committee	C	01/03/12 C	Chief Executive	Jane Milone	Strategy, Performance, Community Safety		22/02/12			01 March 2012
ID2260	Adoption of Parish Plans <i>To adopt Parish Plans.</i>	ID	01/04/12	Chief Executive	Jo Naylor	Partnerships, Equality, The Visions, Communities		TBC	Local Members and Stakeholders		01 April 2012

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West Berkshire Council Forward Plan – February 2012 to May 2012

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ID2261	Approval of Village Design Statements <i>To approve Village Design Statements.</i>	ID	01/04/12	Environment	Paula Amorelli	Planning, Transport Policy, Housing, Economic Development		TBC	Local Members and Stakeholders		01 April 2012
ID2411	St. John's Road Zebra Crossing and Cycle Lanes <i>To consider the responses to the consultation of the above scheme and make a decision as to how to proceed</i>	ID	02/04/12	Environment	Neil Stacey	Highways, Transport (Operational), ICT, Customer Services		23/03/12	Ward Members, Town Council, local residents, road users		01 April 2012
ID2262	West Berkshire Forward Plan - May 2012 to August 2012 <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	12/04/12	Chief Executive	Moira Fraser	Leader of Council		04/04/12	All Members, published on website for local residents	Not subject to call in.	01 April 2012
ID2263	Adoption of Parish Plans <i>To adopt Parish Plans.</i>	ID	01/04/12	Chief Executive	Jo Naylor	Partnerships, Equality, The Visions, Communities		TBC	Local Members and Stakeholders		01 May 2012
ID2264	Approval of Village Design Statements <i>To approve Village Design Statements.</i>	ID	01/04/12	Environment	Paula Amorelli	Planning, Transport Policy, Housing, Economic Development		TBC	Local Members and Stakeholders		01 May 2012
ID2265	West Berkshire Forward Plan - May 2012 to August 2012 <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	17/05/12	Chief Executive	Moira Fraser (2045)	Leader of Council		09/05/12	All Members, published on website for local residents	Not subject to call in.	01 May 2012
EX2307	Annual Scrutiny Report 2011/12 <i>To report to the Executive the scrutiny work over the past year</i>	EX	17/05/12	Chief Executive	Elaine Walker	Leader of Council		09/05/12			01 May 2012

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West Berkshire Council OSMC Work Programme



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OVERVIEW & SCRUTINY MANAGEMENT COMMISSION WORK PROGRAMME 2011/12

Reference	Subject/purpose	Methodology	Expected outcome	Review Body	Dates	Lead Officer(s)/ Service Area	Portfolio Holder(s)	Status: In Progress Completed	Comments
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: each Q End: OSMC 01/11/11	Jason Teal – 2102 Policy & Communication	Councillor Anthony Stansfeld	In Progress	Quarterly item.
OSMC/10/78	Examination of facilities in place for younger people	By Task Group - Information supplied by, and questioning of, lead officers.		OSMC	Start: 20/09/11 End: 21/02/12 OSMC 21/02/12	Julia Waldman – 2815 Children and Young People	Councillor Irene Neill	In Progress	
OSMC/09/57	Revenue and capital budget reports To receive the latest period revenue and capital budget reports To consider any areas of concern.	Information supplied by, and questioning of, lead officer via in meeting review	Monitoring item	RMWG	Start: 13/09/10 End: Each Quarter	Andy Walker – 2433 Finance	Councillor Keith Chopping	In Progress	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	RMWG	Start: 13/09/10 End: Each Quarter	Robert O'Reilly – 2358 Human Resources	Councillor Anthony Stansfeld	In Progress	May lead to areas for in depth review.
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.		RMWG	Start: Jan 2012 End: TBC	Mark Edwards – 2208 Highways & Transport	Councillor David Betts	To be scheduled	Member training will take place before Jan 2012 date tbc.
OSMC/11/102	Day Centres To examine the provision of day centres across the District.	Task group review with information supplied by, and questioning of, lead officers and external partners.		HSP	Start: 20/09/11 End: TBD	Jan Evans – 2736 Adult Social Care	Councillor Joe Mooney	To be scheduled	Invite officers to September meeting of OSMC User experiences 01/11/11
OSMC/11/103	Olympics and Diamond Jubilee Events 2012. To review and monitor events in West Berkshire	In meeting review.		OSMC	Update 1: 2/12 Update 2: 5/12	David Appleton 2578 Culture & Youth	Carol Jackson-Doerge		Updates following briefing in November 2011.
OSMC/11/104	Anti-Child Poverty Strategy	To monitor the strategy	Monitoring item	HSP	Start: On-going End: April 2012	Julia Waldman – 2815 Children and Young People	Cllr Irene Neill	In Progress	

OVERVIEW & SCRUTINY MANAGEMENT COMMISSION WORK PROGRAMME 2011/12

Reference	Subject/purpose	Methodology	Expected outcome	Review Body	Dates	Lead Officer(s)/ Service Area	Portfolio Holder(s)	Status: In Progress Completed	Comments
OSMC/11/105	Dignity and Nutrition – Hospitals To review the Care Quality Commission report on Dignity and Nutrition - Hospitals	To survey and hold focus groups detailing information		HSP	Start: July 2011 End: 2012	Nigel Owen, West Berkshire LINK, Age UK	Cllr Joe Mooney	In Progress	
OSMC/11/106	Update on the Health and Wellbeing Board To receive updates from the Health and Wellbeing Board	To update members on Health and Wellbeing Board	Monitoring item	HSP	Ongoing	Teresa Bell/June Graves	Cllr Joe Mooney	In Progress	
OSMC/11/107	Update on the Health Service in West Berkshire	To update members on the changes to Health Service in West Berkshire	Monitoring item	HSP	Ongoing	Bev Searle - Director Joint Partnerships and Commissioning	Cllr Joe Mooney	In Progress	
OSMC/11/108	Six lives report To receive updates on progress of Six Lives report	Investigate NHS improvements since the six lives report		HSP	Start: Oct 2011 End: 2012	Alison Love, Nigel Owen, Teresa Bell	Cllr Joe Mooney	In Progress	
OSMC/11/109	Timelord To receive an update on the Timelord changes following Phase 3 post implementation.	In meeting review and update Members of the Timelord Phase 3 development		RMWG	Start: Jan 2012 End:	Jackie Jordan	Councillor Pam Bale	In Progress	the Closure Report to Timelord Programme Board in late November
OSMC/11/110	Energy Saving To review the Council's policies and procedures for Energy Saving.	In a meeting review the Council's procedures to Energy Saving		RMWG	Start: July 2011 End: Nov 2011	Adrian Slaughter	Councillor Hilary Cole	In Progress	Requested by RMWG on 26 July 2011.
OSMC/11/111	Risk Register To scrutinise individual items on the Risk Register on an annual basis.	In meeting review and scrutinise individual items on Risk Register.	Monitoring item	RMWG	Ongoing	Ian Priestley	Councillor David Betts	In Progress	Next request Sept 2012
OSMC/11/112	Medium Term Financial Strategy To review the MTFS	In meeting review of the MTFS		RMWG	Start: July 2011 End: Nov 2011	Andy Walker	Councillor Keith Chopping	In Progress	Requested by RMWG on 26 July 2011
OSMC/11/113	Procedures for Blue Badge Holder To review the procedures, criteria and rules of use for Blue Badge holders.	In meeting review.		RMWG	Start: July 2011 End: Nov 2011	Mark Edwards	Councillor David Betts	In Progress	Requested by RMWG on 26 July 2011

OVERVIEW & SCRUTINY MANAGEMENT COMMISSION WORK PROGRAMME 2011/12

Reference	Subject/purpose	Methodology	Expected outcome	Review Body	Dates	Lead Officer(s)/ Service Area	Portfolio Holder(s)	Status: In Progress Completed	Comments
OSMC/11/114	GP Commissioning To scrutinise the arrangements in the East of West Berkshire concerning GP Commissioning	In meeting review.		HSP	Start: Oct 2011 End:	June Graves, Bev Searle	Cllr Joe Mooney	In Progress	
OSMC/11/116	Parkway To scrutinise the financial arrangements for car parking and affordable housing allocated under the Parkway development	In meeting review.		RMWG	Start Nov 2011 End TBC	Nick Carter CEO David Holling Legal & Electoral Services Andy Walker Finance	Cllr Pam Bale		Newbury Town Centre Task Group to be asked to review and report back on the opening months operation of Parkway Centre by April 2012
OSMC/11/117	Managed Vacancy Factor (MVF)	In meeting review.		RMWG	Start Jan 2012 End TBC	Robert O'Reilly HR	Councillor Anthony Stansfeld		
OSMC/11/118	Planning To understand in greater depth the factors affecting the performance of the Planning Service	In meeting review.		OSMC	Start Nov 2012	Gary Lugg - 2617 Planning Service	Councillor Alan Law		Update following a similar Item in November 2011
OSMC/11/119	Continuing Healthcare (CHC) To examine the operation of the NHS CHC scheme in the NHS Berkshire West area	In meeting review.		HSP	Jan-12	Jan Evans – 2736 Adult Social Care	Councillor Joe Mooney		
OSMC/11/120	Potholes To examine the methodology in operation for the repair of pot holes	Task group review with information supplied by, and questioning of, lead officers and		OSMC	Feb-12	Mark Edwards – 2208 Highways & Transport	Councillor David Betts		

Key:

OSMC Overview and Scrutiny Management Commission
HSP Health Scrutiny Panel
RMWG Resource Management Working Group

Scheduled meeting dates

10/01/12	21/02/12	17/04/12	29/05/12
06/12/11	17/01/12	27/03/12	
17/01/12	28/02/12	24/04/12	

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Individual Executive Member Decision

Title of Report:	Audrey's Meadow
Report to be considered by:	Individual Executive Member Decision
Date on which Decision is to be taken:	12/01/12
Forward Plan Ref:	ID2372

Purpose of Report: To protect Audrey's Meadow under the Greenham & Crookham Commons Act

Recommended Action: Decision to protect Audrey's Meadow under the Greenham & Crookham Commons Act

Reason for decision to be taken: There are no bylaws relating to the Meadow and it cannot be protected in the same way as Stroud Green. However section 6 of the Act allows the Council to manage the land under the auspices of that Act and implement some sensible access regulations.

Other options considered: Not to protect the meadow under this Act and explore bylaws as an alternative.

Key background documentation: Site notice

Portfolio Member Details	
Name & Telephone No.:	Councillor Hilary Cole - Tel (01635) 248542
E-mail Address:	hcole@westberks.gov.uk

Contact Officer Details	
Name:	Zoe Campbell
Job Title:	Support Services Officer
Tel. No.:	01635 519386
E-mail Address:	zcampbell@westberks.gov.uk

Implications

Policy:	In accordance with existing policies
Financial:	Costs associated with enforcement / signage / plans will be met from within existing budgets.
Personnel:	No additional resources required.
Legal/Procurement:	In accordance with Greenham & Crookham Commons Act 2002
Environmental:	This will allow the Council to manage the land under the auspices of the Act. Sensible regulations can be applied to protect the Meadow.
Property:	N/A
Risk Management:	N/A
Equalities Impact Assessment:	Stage 1

Consultation Responses

Members:

Leader of Council:	Graham Jones - emailed on 14/12/11 no response received to date
Overview & Scrutiny Management Commission Chairman:	Brian Bedwell - emailed on 14/12/11 comments - I am in agreement with the recommendations contained in the report.
Ward Members:	Julian Swift-Hook, Billy Drummond - emailed on 14/12/11 Comments from Billy Drummond - I am fully supportive of this decision and that for many generations to come will get a lot of pleasure from this open green space, in honor of Audrey Appleby. Comments from Julian Swift-Hook - I am delighted that this proposal has come forward and I fully support it. Moreover, too much green space in Greenham is under threat from development and this is a way of providing additional protection for Audrey's Meadow for future generations.
Opposition Spokesperson:	Royce Longton - emailed on 14/12/11 no response received to date
Local Stakeholders:	Site Notice Issued, no comments received (attached as appendix), consultation response and support from Greenham Parish Council (Appendix D)
Officers Consulted:	Paul Hendry
Trade Union:	Not applicable

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 O&SMC or associated Task Groups within preceding six months		<input type="checkbox"/>
Item is Urgent Key Decision		<input type="checkbox"/>

Supporting Information

1. Background

- 1.1 The land now known as 'Audrey's Meadow' is owned by West Berkshire Council and managed as public open space. The land was transferred to the Council as part of the housing development at Newbury Racecourse as part of a s.106 consideration in July 2011
- 1.2 In honour of Audrey Appleby, former local councillor, and her outstanding contribution to the community the Council named the Meadow in her honour at a local ceremony in July 2011. The land, adjacent to Mandarin Drive is now known as Audrey's Meadow.

2. Current use

- 2.1 The Meadow is enjoyed by residents for quiet recreation and walking.
- 2.2 To encourage a variety of plants and wildlife in the Meadow, it is informally managed using grazing and sympathetic cutting.

3. Protecting the meadow in the future

- 3.1 The area will be retained as public open space. Greenham Parish Council are concerned about development pressure in the area and have concerns that the meadow is vulnerable. This is not the case. There is a strong planning presumption against a change of use of public open space and this is particularly true where the provision of this public open space was a requirement of the original planning consent for the associated development.
- 3.2 The Meadow, due to its size, may be vulnerable to antisocial activities. Officers agree with the Parish that some mechanism should be found to protect the Meadow.
- 3.3 Audrey's Meadow is not protected by bylaws, it would be difficult to prevent certain antisocial activity on the land; camping, lighting of fires, motorcycling. Bylaws are not the most effective means of preventing these kinds of activities and the process involved is time-consuming and costly.

4. The Greenham and Crookham Common Act

- 4.1 The Greenham & Crookham Commons Act provides a convenient means to protect Audrey's Meadow from these and other activities. Section 8 of the Act sets out the General duties of the Council and the Commission in relation to the Common and, by extension, the Meadow, whilst part 3 of the Act provides measures to control public access. The Commissions Access Regulations and Grazing Regulations can be applied if required.
- 4.2 Please note that by adding this land, commoners rights DO NOT apply and therefore the associated issues with the exercising of these rights will not apply to the meadow either.

5. The Process

- 5.1 The Meadow can be included within the Act by virtue of section 6 of the Act, this states;

If, in the opinion of the Council, it would be in the interests of conservation or otherwise for the public benefit, the Council may from time to time designate such additional area or areas of land to be additional open space as appears or appear to the Council could conveniently be managed with the Common under the provisions of this Act.

- 5.2 The Act further states:

No land shall be designated under subsection (2) above, except with the consent of—

(a) the Commission; and

(b) every person who has a relevant interest in the land,

and before designating any land under that subsection the Council shall consult any other local authority in whose area the land is situated.

To this end Greenham Parish Council were consulted and they gave their consent on the 15th September 2011.

The Greenham and Crookham Commons Commission were consulted and gave their permission on the 17th November 2011.

In order to establish whether there are others with *a relevant interest in the land* the Council's legal team carried out land searches. These proved that no other such interests exist.

5.3 Future implications

The benefits of this proposal are clear in terms of antisocial activity. The Parish Council will have some control over the Meadow this means that the local residents will have a greater influence over the management.

Section 6(7) of the Act allows the Council to revoke or vary this decision if required at any time.

(7) A designation under this section may be revoked or varied by resolution of the Council passed by not less than three quarters of the members voting on the resolution at a meeting of the Council convened with not less than 10 clear days' notice of the purpose of the meeting.

- 5.4 An equality impact assessment has been carried out and concluded that there is no relevance.

Appendices

Appendix A – Equality Impact Assessment – Stage 1

Appendix B – Site Notice

Appendix C – Map of Audrey's Meadow

Appendix D – Support from Greenham Parish Council – John Boston

APPENDIX A

Equality Impact Assessment – Stage One

Name of item being assessed:	Audrey's Meadow
Version and release date of item (if applicable):	
Owner of item being assessed:	Hilary Cole
Name of assessor:	Zoe Campbell
Date of assessment:	2/11/11

1. What are the main aims of the item?
To protect Audrey's Meadow under the Greenham & Crookham Commons Act 2. Protection of the Meadow will effect Commoners, local people and visitors enhancing the environment positively by allowing the Council to manage the land under the auspices of the act.

2. Note which groups may be affected by the item, consider how they may be affected and what sources of information have been used to determine this. (Please demonstrate consideration of all strands – Age, Disability, Gender, Race, Religion or Belief and Sexual Orientation.)
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Group Affected	What might be the effect?	Information to support this.
No Groups affected		

Further comments relating to the item:
The decision reaches it's aim equally for all groups of people.

3. Result (please tick by double-clicking on relevant box and click on 'checked')
<input type="checkbox"/> High Relevance - This needs to undergo a Stage 2 Equality Impact Assessment
<input type="checkbox"/> Medium Relevance - This needs to undergo a Stage 2 Equality Impact Assessment
<input type="checkbox"/> Low Relevance - This needs to undergo a Stage 2 Equality Impact Assessment
<input checked="" type="checkbox"/> No Relevance - This does not need to undergo a Stage 2 Equality Impact Assessment

For items requiring a Stage 2 equality impact assessment, begin the planning of this now, referring to the equality impact assessment guidance and Stage 2 template.

4. Identify next steps as appropriate:	
Stage Two required	
Owner of Stage Two assessment:	
Timescale for Stage Two assessment:	
Stage Two not required:	

Name: Zoe Campbell

Date: 2/11/11

APPENDIX B

WEST BERKSHIRE DISTRICT COUNCIL GREENHAM & CROOKHAM COMMONS ACT 2002

NOTICE OF DESIGNATION OF ADDITIONAL OPEN SPACE – AUDREY'S MEADOW

West Berkshire Council propose to protect Audrey's Meadow under the Greenham & Crookham Commons Act 2002.

This is a consultation process. Anyone who wishes to raise comment on the Council's aim to bring the Meadow under the protection of the Act should do so by writing to the address below by November 18th 2011.

The decision will be taken by the Council with the consent of the Commission and after consultation with residents and the Greenham Parish Council on January 12th 2012. The outcome will be notified to users of the Meadow soon afterwards.

There are currently no bylaws to protect the Meadow. Section 6 of the Act (see below) allows the Council to manage the land under the Act. For example, the Act provides for access restrictions for horses, cyclists and vehicles under certain circumstances.

The Greenham Commission will have say on the future management of the Meadow under this proposal, and as Greenham Parish Council are represented on the Commission, there will be greater local influence.

1. Section 6 of the Act permits additional open space to be managed with the Common.
2. Any open space which the Council considers can conveniently be managed with the Common can be added.
3. Audrey's Meadow can be managed in this way for an indefinite period, or for such a period as the Council may specify.
4. West Berkshire Council will need the consent of the Commission to add Audrey's Meadow and is also required to consult with any other local authority in the area, in this case Greenham Parish Council.
5. No rights of common will apply to the Meadow.
6. The provisions of the Act will apply (the land will have full protection under the Act).

A link to the Greenham Act is available on the Countryside Service pages of the West Berkshire Council website www.westberks.gov.uk/countryside

All representations and comments should be sent in writing to: Zoe Campbell, Countryside, West Berkshire Council, Council Offices, Market Street, Newbury, RG14 5LD or by e-mail to: zcampbell@westberks.gov.uk.

Only those representations that are made in writing and arrive at the address specified above (including e-mail address) by 18/11/11 will have a right to be considered.

Further information is available from the above address and e-mail address and by telephoning 01635 519386

Welcome to Audrey's Meadow



This meadow and woodland area was adopted as public open space in 2011.

The meadow has taken its name in recognition of many years of work carried out on the behalf of the community in Greenham by Mrs Audrey Appleby including the return of Greenham Common to the public.

The meadow will be informally managed through grazing and sympathetic meadow cuts to encourage a variety of plants and wildlife.

Please feel free to wander the area or use it as a circular walk or route to the Pigeons Farm Estate and Greenham Common beyond.

APPENDIX D

From: John Boston [mailto:john@johnboston.co.uk]
Sent: 15 September 2011 11:37
To: Paul Hendry; Zoe Campbell
Cc: 'tony forward'
Subject: RE: Audrey's Meadow PS

Dear Paul,

At last night's meeting of GPC it was resolved unanimously that in GPC's view Audrey's Meadow should come under the protection of the Act. It was similarly resolved that the dialogue that we have had so far is sufficient to count as the required consultation.

Regards

John