

# West Berkshire Council Forward Plan – September to December 2011

Reference	Decision and Purpose	Decision Body	Decision Path	Directorate	Contact	Lead Member (Porfolio Holder for . . .)	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
<b>September 2011</b>											
ID2239	<b>Adoption of Parish Plans</b> <i>To adopt Parish Plans.</i>	ID	01/09/11	Chief Executive	Jo Naylor	Partnerships, Equality, The Visions, Communities		TBC	Local Members and Stakeholders		01 September 2011
ID2240	<b>Approval of Village Design Statements</b> <i>To approve Village Design Statements.</i>	ID	01/09/11	Environment	Paula Amorelli	Planning, Transport Policy, Housing, Economic Development		TBC	Local Members and Stakeholders		01 September 2011
ID2321	<b>Speed Limit Review (&amp; response to separate petitions regarding Church Street and Engelfield Road, Theale)</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	01/09/11	Environment	Andrew Garratt	Highways, Transport (Operational), ICT, Customer Services		TBC	Local ward members		01 September 2011
ID2322	<b>Petition - Traffic Calming in Oregon Avenue, Tilehurst</b> <i>To respond to a petition that has been submitted to the Council</i>	ID	01/09/11	Environment	Andrew Garratt	Highways, Transport (Operational), ICT, Customer Services		TBC	Local ward members		01 September 2011
ID2323	<b>Lamtarra Way , Greenham Consultation</b> <i>To report the responses received during the statutory consultation and advertisement of a road closure</i>	ID	01/09/11	Environment	Andrew Garratt	Highways, Transport (Operational), ICT, Customer Services		TBC	Statutory consultees, general public, Parish Council and Ward Members		01 September 2011
ID2327	<b>Non-Domestic Rates - application for hardship relief (Part II - Information relating to the business /financial affairs of a particular person)</b> <i>To make a decision on an application to allow hardship relief.</i>	ID	01/09/11	Chief Executive	Bill Blackett	Finance, Property, Health & Safety	Yes	TBC	None		01 September 2011

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

# West Berkshire Council Forward Plan – September to December 2011

Reference	Decision and Purpose	Decision Body	Decision Path	Directorate	Contact	Lead Member (Porfolio Holder for . . .)	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
ID2241	<b>West Berkshire Forward Plan - October 2011 to January 2012</b> <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	15/09/11	Chief Executive	Moira Fraser (2045)	Leader of Council		07/09/11	All Members, published on website for local residents	Not subject to call in.	01 September 2011
ID2345	<b>Plan to Review the Annual Michaelmas Fair and Arrangements to Reduce Anti - Social Behaviour and Noise Disturbance</b> <i>To review arrangements for hosting and managing the Michaelmas Fair and to make recommendations which aim to reduce noise disturbance and anti social behaviour.</i>	ID	01/09/11 ID	Environment	Stewart Souden	Environment, "Cleaner Greener", Public Protection, Culture and Leisure			Leader of the Council. OSMC Chair, Ward Members, Opposition Spokesman, Thames Valley Police		01 September 2011
ID2346	<b>Changes to the Blue Badge Scheme from 2 January 2012</b> <i>To set the fee payable by Blue Badge applicants</i>	ID	01/09/11 ID	Environment	Martyn Baker	Highways, Transport (Operational), ICT, Customer Services					01 September 2011
ID2348	<b>Outside Body Nominations: Trustees on the Empowering West Berkshire Board and Advernture Dolphin</b> <i>To afree a WBC representative on this Board.</i>	ID	01/09/11 ID	Chief Executive	Andy Day	Leader of the Council			EWB Board		01 September 2011
GA2118	<b>Risk Management Annual Report</b>	GA	05/09/11 GA	Chief Executive	Ian Priestley	Strategy, Performance, Community Safety		25/08/11			01 September 2011
GA2056	<b>Internal Audit Annual Report 2010/11</b> <i>To provide the Committee with an opinion from the "Head of Internal Audit" on the Council's internal control framework, and to suppor the approval of the Annual Governance Statement</i>	GA	05/09/11 GA	Chief Executive	Ian Priestley	Strategy, Performance, Community Safety		25/08/11			01 September 2011

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

# West Berkshire Council Forward Plan – September to December 2011

Reference	Decision and Purpose	Decision Body	Decision Path	Directorate	Contact	Lead Member (Porfolio Holder for . . .)	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
GA2218	<b>Financial Statements 2010-11</b>	GA	05/09/11 GA	Chief Executive	Joseph Holmes			25/08/11			01 September 2011
GA2341	<b>Annual Governance Statement</b> <i>To present the Annual Governance Statement for the Council for the year 2010-11</i>	GA	05/09/11 GA	Chief Executive	Ian Priestley	Strategy, Performance, Community Safety					01 September 2011
GA2342	<b>Annual Governance Statement in Support by the Monitoring Officer</b>	GA	05/09/11 GA	Chief Executive	David Holling	Strategy, Performance, Community Safety					01 September 2011
GA2343	<b>Annual Governance Statement in Support by the S151 Officer</b>	GA	05/09/11 GA	Chief Executive	Andy Walker	Strategy, Performance, Community Safety					01 September 2011
GA2344	<b>Heads of Service Assurance Statements</b> <i>To outline the issues of concern highlighted by the Council's Heads of Service in their Annual Assurance Statements</i>	GA	05/09/11 GA	Chief Executive	Ian Priestley	Strategy, Performance, Community Safety					01 September 2011
EX2347	<b>The multiplier used under the Discretionary Compensation Regulations 2006</b> <i>To seek consideration from the Personnel Committee of the multiplier used under the Discretionary Compensation Regulations 2006.</i>	EX PC	08/09/11 EX PC 20/09/11	Chief Executive	Robert O' Reilly	Strategy, Performance, Community Safety		31/08/11	Trade Unions		01 September 2011
EX2300	<b>Progress report on Consolidation of Council Leases (Part II – information relating to the business/financial affairs of an individual)</b>	EX	08/09/11 EX	Chief Executive	Les Gaulton		Yes	31/08/11			01 September 2011
EX2271	<b>Referral and Assessment Team</b> <i>To provide an update for Members on the increasing pressures on the Referral and Assessment Team</i>	EX	08/09/11 EX	Children and Young People	Sue Adamantos	Children and Young People, Youth Service		31/08/11			01 September 2011

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.**

**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 – September to December 2011

Reference	Decision and Purpose	Decision Body	Decision Path	Directorate	Contact	Lead Member (Porfolio Holder for . . .)	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
EX2295	<b>Annual Report on Children Subject to Child Protection Plans</b> <i>To update Members on recent activity in relation to children subject to child protection plans</i>	EX	08/09/11 EX	Children and Young People	Sue Adamantos	Children and Young People, Youth Service		31/08/11			01 September 2011
EX2288	<b>Finance Performance Report - Quarter 1</b> <i>To provide Members with information in respect of the Council's Capital and Revenue Budgets for the first quarter of the Financial Year 2011/12.</i>	EX	08/09/11 EX	Chief Executive	Joseph Holmes	Finance, Property, Health and Safety		31/08/11			01 September 2011
EX2274	<b>Q1 Performance Update</b> <i>To report quarterly performance against each of the outcomes identified in the 2011/12 Council Plan and to report remedial action being taken, where targets were not projected to be met.</i>	EX	08/09/11 EX	Chief Executive	Jessica Broom	Strategy, Performance, Community Safety		31/08/11			01 September 2011
EX2313	<b>Treasury Management Annual Report 2010/11</b> <i>To consider an Annual Report on the Treasury Management Function, reviewing the previous year's activities and performance of the fund for the year.</i>	EX	08/09/11 EX	Chief Executive	Gabrielle Esplin	Finance, Property, Health and Safety		31/08/11			01 September 2011
EX2325	<b>Response to the Scrutiny Review of HR Establishment Reporting</b>	EX	08/09/11 EX	Chief Executive	Robert O'Reilly	Strategy, Performance, Community Safety		31/08/11			01 September 2011
EX2351	<b>Options for Delivering Private Sector Renewal</b> <i>(Paragraph 3 - information relating to the financial/business affairs of a particular person)</i> <i>The purpose of this report is to outline the options for delivering the home improvement services.</i>	EX	08/09/11 EX	Community Services	Mel Brain	Planning, Housing, Transport Policy and Economic Development	Yes	31/08/11			01 September 2011

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

# West Berkshire Council Forward Plan – September to December 2011

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
C2188	<b>West Berkshire Council 2011/12: Corporate Performance Framework</b>	C	22/09/11 C	Chief Executive	Jason Teal	Leader of Council					01 September 2011
C2326	<b>Recognition of Former Councillors</b> <i>To consider introducing a scheme which will enable this Council to recognise former Councillors who have provided eminent service to this Council over a long period of time.</i>	C	22/09/11 C 05/09/11 GA	Chief Executive	Andy Day			15/09/11			01 September 2011
C2303	<b>Changes to the Constitution - Part 4, 5 &amp; 6</b> <i>To consider any changes required to the Council's Constitution.</i>	C	22/09/11 C 05/09/11 GA	Chief Executive	Moira Fraser	Leader of Council		26/08/11			01 September 2011
C2155	<b>Report to Consider the Recommendations of the IRP</b> <i>To consider any changes required to the scheme following the March 2011 Council meeting where the Governance Structures of the Council were discussed</i>	C	22/09/11 C	Chief Executive	Jo Watt			15/09/11			01 September 2011
C2338	<b>Amendment to the Constitution - List of Exemptions to "Key Decisions"</b> <i>To seek approval to extend the exception criteria for reports that can be considered as Individual Executive Member Decisions</i>	C	22/09/11 C 05/09/11 GA	Chief Executive	Moira Fraser	Leader of the Council					01 September 2011
C2349	<b>Amendments to Parts 7,12, 13 and 14 of the Constitution.</b> <i>To consider potential amendments to the Constitution.</i>	C	06/12/11 C 21/11/11 GA	Chief Executive	Moira Fraser	Leader of the Council		11/11/11	Finance and Governance Group		01 September 2011

**October 2011**

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.**

**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 – September to December 2011

Reference	Decision and Purpose	Decision Body	Decision Path	Directorate	Contact	Lead Member (Porfolio Holder for . . .)	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
ID2320	<b>Funding Arrangements Framework for Domiciliary Care and Non-residential Services</b> <i>(Paragraph 6 - information relating to proposed action to be taken by the Local Authority)</i> <i>To seek approval for an amendment to the Fair Accedss to Care Policy.</i>	ID	01/10/11	Community Services	Jan Evans			TBC			01 October 2011
ID2242	<b>Adoption of Parish Plans</b> <i>To adopt Parish Plans.</i>	ID	01/10/11	Chief Executive	Jo Naylor	Partnerships, Equality, The Visions, Communities		TBC	Local Members and Stakeholders		01 October 2011
ID2243	<b>Approval of Village Design Statements</b> <i>To approve Village Design Statements.</i>	ID	01/10/11	Environment	Paula Amorelli	Planning, Transport Policy, Housing, Economic Development		TBC	Local Members and Stakeholders		01 October 2011
ID2318	<b>Petition - Phased Crossing at Padworth Lane</b> <i>To provide a response to a petition submitted to the Executive in respect of a controlled pedestrian facility at Padworth Lsne</i>	ID	01/10/11	Environment	Mark Edwards	Highways, Transport (Operational), ICT, Customer Services		TBC			01 October 2011
ID2244	<b>West Berkshire Forward Plan - November 2011 to February 2012</b> <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	13/10/11	Chief Executive	Moira Fraser (2045)	Leader of Council		05/10/11	All Members, published on website for local residents	Not subject to call in.	01 October 2011
EX2284	<b>Equalities Report</b>	EX	20/10/11 EX	Chief Executive	Robert O'Reilly	Partnerships, Equality, The Visions, Communities		12/10/11			01 October 2011

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

# West Berkshire Council Forward Plan – September to December 2011

Reference	Decision and Purpose	Decision Body	Decision Path	Directorate	Contact	Lead Member (Porfolio Holder for . . .)	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
EX2315	<p><b>Transfer of the Council's contract with the Skills Funding Agency for Adult and Community Learning to new arrangements.</b></p> <p><i>(Part II – Information relating to the business/financial affairs of an individual)</i></p> <p><i>To gain Members approval for the transfer of the Council's contract with the Skills Funding Agency for Adult Safeguarded Learning to the preferred provider.</i></p>	EX	20/10/11 EX	Children and Young People	Sara Hanson	Children and Young People, Youth Service	Yes	11/10/11			01 October 2011
EX2319	<p><b>Petition - Trees along Skilton Road</b></p> <p><i>To provide a response to a petition submitted to the Executive in respect of the condition and affects of the trees along Skilton Avenue, Tilehurst</i></p>	EX	20/10/11 EX	Environment	Gary Lugg	Envrionment, Cleaner greener, Public Protection, Culture and Leisure		11/10/11			01 October 2011
EX2331	<p><b>Response to the Scrutiny Review into the project to transfer the Council's CCTV</b></p> <p><i>To respond to the recommendations of the Overview and Scrutiny Management Commission following the investigation into the project to transfer the Council's CCTV</i></p>	EX	20/10/11 EX	Chief Executive	Susan Powell	Strategy, Performance, Community Safety		11/10/11			01 October 2011
C2304	<p><b>Changes to the Constitution - Scheme of Delegation</b></p> <p><i>To consider any changes required to the Council's Constitution - SoD.</i></p>	C	25/10/11 C 29/09/11 GA	Environment	Mark Edwards	Leader of Council		21/09/11			01 October 2011

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

# West Berkshire Council Forward Plan – September to December 2011

Reference	Decision and Purpose	Decision Body	Decision Path	Directorate	Contact	Lead Member (Porfolio Holder for . . .)	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
C2354	<b>Sustainability Appraisal, Strategic Environment Assessment and Proposed Core Strategy</b> <i>To seek approval of the amendments to the sustainability appraisal and strategic environment assessment of the Core Strategy and the proposed changes to the Core Strategy, both for public consultation</i>	C	25/10/11 C	Environment	Bryan Lyttle	Planning, Housing, Trasnport Policy and Economic Development		21/10/11	all residents, employees, landowners and people with an interest in the development of West Berkshire via formal consultation including media alerts during November and December 2011		01 October 2011
<b>November 2011</b>											
ID2245	<b>Adoption of Parish Plans</b> <i>To adopt Parish Plans.</i>	ID	01/11/11	Chief Executive	Jo Naylor	Partnerships, Equality, The Visions, Communities		TBC	Local Members and Stakeholders		01 November 2011
ID2246	<b>Approval of Village Design Statements</b> <i>To approve Village Design Statements.</i>	ID	01/11/11	Environment	Paula Amorelli	Planning, Transport Policy, Housing, Economic Development		TBC	Local Members and Stakeholders		01 November 2011
ID2247	<b>West Berkshire Forward Plan - December 2011 to March 2012</b> <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	10/11/11	Chief Executive	Moira Fraser (2045)	Leader of Council		02/11/11	All Members, published on website for local residents	Not subject to call in.	01 November 2011
<b>December 2011</b>											
ID2248	<b>Adoption of Parish Plans</b> <i>To adopt Parish Plans.</i>	ID	01/12/11	Chief Executive	Jo Naylor	Partnerships, Equality, The Visions, Communities		TBC	Local Members and Stakeholders		01 December 2011

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



# West Berkshire Council Forward Plan – September to December 2011

Reference	Decision and Purpose	Decision Body	Decision Path	Directorate	Contact	Lead Member (Porfolio Holder for . . .)	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
ID2249	<b>Approval of Village Design Statements</b> <i>To approve Village Design Statements.</i>	ID	01/12/11	Environment	Paula Amorelli	Planning, Transport Policy, Housing, Economic Development		TBC	Local Members and Stakeholders		01 December 2011
ID2250	<b>West Berkshire Forward Plan - January 2012 to April 2012</b> <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	15/12/11	Chief Executive	Moira Fraser (2045)	Leader of Council		07/12/11	All Members, published on website for local residents	Not subject to call in.	01 December 2011
EX2289	<b>Finance Report - Quarter 2</b>	EX	15/12/11 EX	Chief Executive	Joseph Holmes	Finance, Property, Health and Safety		07/12/11			01 December 2011
EX2308	<b>Community Planning Q2 2011/12</b> <i>To provide Members with an update on parish planning activity during the final quarter of 2011/12 Financial Year.</i>	EX	15/12/11 EX	Chief Executive	Jo Naylor	Partnerships, Equality, The Visions, Communities		07/12/11			01 December 2011
EX2329	<b>Establishment Report Q2 11/12</b> <i>To note changes to the WBC Establishment</i>	EX	15/12/11 EX	Chief Executive	Robert O'Reilly	Strategy, Performance, Community Safety		06/12/11			01 December 2011
EX2352	<b>Market Street Redevelopment</b>	EX	15/12/11 EX	Chief Executive	Nick Carter						01 December 2011
EX2350	<b>Redevelopment of Taceham House (Paragraph 3 - information relating to the financial or business affairs of a particular person)</b> <i>To consider the options for disposal and redevelopment of Taceham House and agree best course of action.</i>	EX	15/12/11 EX	Community Services	Mel Brain	Planning, Housing, Transport Policy and Economic Development	Yes	11/10/11			01 December 2011
C2314	<b>Review of Polling Places Stations</b>	C	06/12/11 C	Chief Executive	David Holling			29/11/11			01 December 2011

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