

# Individual Decisions

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

14<sup>th</sup> September 2006

<b>Ref:</b>	<b>Title</b>	<b>Portfolio Member</b>	<b>Page No.</b>
ID1063	West Berkshire Forward Plan - October 2006- January 2007	Graham Jones	1

## Individual Decision

<b>Title of Report:</b>	<b>West Berkshire Forward Plan – October 2006 to January 2007</b>		
<b>Report to be considered by:</b>	<b>Leader of Council</b>	<b>on:</b>	<b>14<sup>th</sup> September 2006</b>
<b>Forward Plan Ref:</b>	ID1063		

### 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.

### **Reason for decision to be taken:**

It is a statutory requirement that a Forward Plan is produced.

### **List of other options considered:**

N/A

### **Key background documentation:**

None

<b>Portfolio Member:</b>	Councillor Graham Jones
<b>Tel. No.:</b>	(01235) 762744
<b>E-mail Address:</b>	gjones@westberks.gov.uk

### **Contact Officer Details**

<b>Name:</b>	Moira Fraser
<b>Job Title:</b>	Policy Executive
<b>Tel. No.:</b>	01635 519045
<b>E-mail Address:</b>	mfraser@westberks.gov.uk

## Supporting Information

### 1. Background

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

## Appendices

Appendix A – Executive Forward Plan – October 2006 to January 2007

## Implications

<b>Policy:</b>	As set out in the report
<b>Financial:</b>	There are no financial implications for the Council

## Consultation Responses

<b>Members:</b>	
<b>Leader of Council:</b>	Leader of the Council was consulted by letter on the 22 August 2006
<b>Overview &amp; Scrutiny Commission Chairman:</b>	OSC Chairman consulted by letter on the 22 August 2006
<b>Ward Members:</b>	N/a
<b>Opposition Spokesperson:</b>	N/a
<b>Policy Development Commission Chairman:</b>	N/a
<b>Local Stakeholders:</b>	The West Berkshire Council Forward Plan will be published the first working day after the Individual Decision is signed.
<b>Officers Consulted:</b>	Nick Carter, John Ashworth, Margaret Goldie, Teresa Bell, Steve Clark, Vicky Wheatley and there has 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

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# West Berkshire Council

## Forward Plan

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# West Berkshire Council Forward Plan - October 2006 to January 2007

Reference	Decision and Purpose	Decision Body	Decision Path	Service Area	Contact & Ext. No.	Lead Member	Part II	Date Report Published	Notes
<b>OCTOBER 2006 (Individual Decision(s))</b>									
ID1088	<b>West Berkshire Forward Plan - November 2006 - February 2007</b> <i>Purpose: To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	ID - 19/10/06	Chief Executive	Moira Fraser (2045)	Graham Jones		12/10/06	
<b>19 OCTOBER 2006</b>									
EX1247	<b>Future Planning for Learning Disability Services</b> <i>Purpose: To advise the Executive on future financial pressures and request support for the recommended action to manage these</i>	EX	Exec - 19/10/06	Community Services	Bev Searle (2503)	Joe Mooney		10/10/06	
EX1182	<b>Review of Staff Car Leasing and Allowance Schemes</b> <i>Purpose: To approve changes to the staff car leasing and car allowance schemes.</i>	EX	Exec - 19/10/06	Chief Executive	Steve Duffin (2594)	Anthony Stansfeld		10/10/06	Moved from May 2006 to allow for further consultation. Moved from July 2006 Executive.
EX1254	<b>Building Schools for the Future Project</b> <i>Purpose: Agreement on choice of school.</i>	EX	Exec - 19/10/06	Children and Young People	Mark Lewis (2038)	Graham Pask		10/10/06	
EX1258	<b>West Berkshire Council Staff Travel Plan</b> <i>Purpose: To outline a staff travel plan, propose targets of achievement and outline resource levels to implement.</i>	EX	Exec - 19/10/06	Environment	Tim Slaney (2638)	Keith Chopping		10/10/06	
EX1242	<b>Office Accommodation Strategy 2006-2011</b> <i>Purpose: To approve the Council's Accommodation Strategy.</i>	EX	Exec - 19/10/06	Chief Executive	Nick Carter (2101)	Anthony Stansfeld		10/10/06	Moved from September 2006 Executive.
EX1290	<b>Kennet and Thames Vision</b> <i>Purpose: To approve the vision document for the East of the District</i>	EX	Exec - 19/10/06	Chief Executive	Jason Teal (2102)	Emma Webster		10/10/06	

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# West Berkshire Council Forward Plan - October 2006 to January 2007

Reference	Decision and Purpose	Decision Body	Decision Path	Service Area	Contact & Ext. No.	Lead Member	Part II	Date Report Published	Notes
EX1295	<b>Children's Play Strategy</b> <i>Purpose: To approve the Play Strategy and the portfolio of play projects for submission as Big Lottery Fund Bid</i>	EX	Exec - 19/10/06 CYP - 12.09.06	Children and Young People	David Hogg (2072)	Marcus Franks		10/10/06	
EX1300	<b>Age Restricted Sales</b> <i>Purpose: To approve the Enforcement Programme for Age Restricted Sales.</i>	EX	Exec - 19/10/06	Environment	Sean Murphy (2840)	Geoff Findlay		10/10/06	
EX1301	<b>Public Protection Services - Joint Arrangements</b> <i>Purpose: To seek approval to enter into arrangements for discharge of functions.</i>	EX	Exec - 19/10/06	Environment	Sean Murphy (2840)	Geoff Findlay		10/10/06	
EX1305	<b>Nursery Admissions Policy</b> <i>Purpose: To begin consultation process.</i>	EX	Exec - 19/10/06	Children and Young People	Malcolm Berry (2770)	Graham Pask		10/10/06	
EX1246	<b>Integrated Waste Management Contract - Selection of Preferred Bidder</b> <b>(Paragraph 4 - information relating to terms proposed in negotiations in labour relations matters)</b> <i>Purpose: To appoint preferred bidder for the Council's Integrated Waste Management Contract.</i>	EX	Exec - 19/10/06	Environment	Bill Jennison (2560)	Geoff Findlay	Yes	10/10/06	Part II item. Moved from September 2006 Executive.
<b>NOVEMBER 2006 (Individual Decision(s))</b>									
ID1296	<b>Bear Lane Car Park, Newbury</b> <i>Purpose: To seek authority to advertise and implement revised tariffs for new pay on foot system.</i>	ID	ID - 01/11/06	Environment	Martyn Baker (2211)	Keith Chopping		20/10/06	
ID1090	<b>West Berkshire Forward Plan - December 2006 - March 2007</b> <i>Purpose: To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	ID - 16/11/06	Chief Executive	Maira Fraser (2045)	Graham Jones		09/11/06	

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# West Berkshire Council Forward Plan - October 2006 to January 2007

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ID1212	<b>Disability Equality Scheme</b> Purpose: Legally required to publish a DES by 4th December, which will set out what actions the Council intends to take over the next three years to meet the new Disability Equality Duty, including how people with disabilities have been involved in developing the scheme and how they will continue to be involved in its implementation.	ID	ID - 30/11/06	Chief Executive	Joanna Richardson (2441)	Emma Webster		23/11/06	
<b>30 NOVEMBER 2006</b>									
EX1186	<b>Engagement Strategy</b> Purpose: To approve the Council's Strategy for involving local people in decision making.	EX	Exec - 30/11/06	Chief Executive	Jason Teal (2102)	Anthony Stansfeld		Exec - 23/11/066 OSC - TBA	Moved from September 2006 Executive.
EX1095	<b>Capital Programme Monitoring Report - Quarter 2</b> Purpose: To inform Members of the current budget position on the Capital Programme.	EX OSC	Exec - 30/11/06 OSC - 12/12/06	Chief Executive	Andy Walker (2433)	Laszlo Zverko		Exec - 23/11/066 OSC - TBA	
EX1147	<b>Level One Performance Monitoring - Quarter 2</b> Purpose: To outline performance levels across the Council and to consider, where appropriate, the remedial action that is required.	EX OSC	Exec - 30/11/06 OSC - 12/12/06	Chief Executive	David Baker (2083)	Graham Jones		Exec - 23/11/06 OSC - TBA	
EX1096	<b>Quarterly Establishment Report - Quarter 2</b> Purpose: To update Members on staffing levels across the Council	EX OSC	Exec - 30/11/06 OSC - 12/12/06	Chief Executive	Rob O' Reilly (2358)	Anthony Stansfeld		Exec - 23/11/06 OSC - 04/12/06	

# West Berkshire Council Forward Plan - October 2006 to January 2007

Reference	Decision and Purpose	Decision Body	Decision Path	Service Area	Contact & Ext. No.	Lead Member	Part II	Date Report Published	Notes
EX1094	<b>Budget Monitoring Report - Quarter 2</b> <i>Purpose: To update Members on the budget monitoring position.</i>	EX OSC	Exec - 30/11/06 OSC - 12/12/06	Chief Executive	Simon Freeman (2249)	Laszlo Zverko		Exec - 23/11/06 OSC - 04/12/06	
EX1241	<b>Local Development Framework Annual Monitoring Report 2006</b> <i>Purpose: To agree the Annual Monitoring Report for publication</i>	EX	Exec - 30/11/06	Environment	Caroline Peddie (2478)	Keith Chopping		23/11/06	
EX1248	<b>Choice Based Lettings Implementation in West Berkshire</b> <i>Purpose: To advise the Executive on progress to date and request support for the recommended implementation plans</i>	EX	Exec - 30/11/06	Community Services	Bev Searle (2503)	Joe Mooney		23/11/06	
EX1098	<b>Procurement Strategy</b> <i>Purpose: To present the Council's Procurement Strategy.</i>	EX	Exec - 30/11/06	Chief Executive	Martin Cawte (2989)	Laszlo Zverko		23/11/06	
EX1273	<b>Non-Domestic Rates - Applications for Discretionary Rate Relief</b> (Paragraph 3 - information relating to financial/business affairs of particular person) <i>Purpose: To consider recommendations from a Member/Officer working group in respect of applications for relief received from ratepayers and any revision of policy which may be required.</i>	EX	Exec - 30/11/06	Chief Executive	Bill Blackett (2305)	Laszlo Zverko	Yes	23/11/06	Part II item.
EX1291	<b>New Policy for Gypsy &amp; Travellers in West Berkshire</b> <i>Purpose: To provide a new policy for gypsy and travellers in West Berkshire</i>	EX	Exec - 30/11/06	Environment	Bill Jennison (2560)	Geoff Findlay		23/11/06	

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EX1294	<b>Regulation of Investigatory Powers Act 2000: Policy Revision</b> <i>Purpose: To update current policies and processes relating to the 2000 Act.</i>	EX	Exec - 30/11/06	Chief Executive	David Holling	Anthony Stansfeld		23/11/06	
EX1302	<b>HR Service Review</b> <i>Purpose: To recommend changes to the Structure of the HR Service.</i>	EX	Exec - 30/11/06	Chief Executive	Rob O'Reilly (2358)	Anthony Stansfeld		23/11/06	
EX1304	<b>Home to School Transport</b> <i>Purpose: To begin consultation process.</i>	EX	Exec - 30/11/06	Children & Young People	Malcolm Berry (2770)	Graham Pask		23/11/06	
EX1292	<b>Voluntary Sector Small Grants Programme</b> <i>Purpose: To approve amendment to the conditions relating to the grant programme.</i>	EX	Exec - 30/11/06	Children & Young People	Jim Sweeting (2251)	Marcus Franks		23/11/06	
<b>DECEMBER 2006 (Individual Decision(s))</b>									
ID1264	<b>Proposed Turning Restriction - A4 Martingale Chase, Newbury</b> <i>Purpose: To consider any objections received during the statutory advertisement and consultation of the proposed restriction.</i>	ID	ID - 01/12/06	Environment	Neil Stacey (3207)	Keith Chopping		22/11/06	
ID1091	<b>West Berkshire Forward Plan - January 2007 - April 2007</b> <i>Purpose: To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	ID - 14/12/06	Chief Executive	Maira Fraser (2045)	Graham Jones		07/12/06	
<b>DECEMBER 2006</b>									
C1255	<b>Decision-making Authority of HR Policies and Procedures</b> <i>Purpose: To propose amendments to the Council's decision making authority in respect of new and revised HR Policies and Procedures.</i>	C	Council - 14/12/06	Chief Executive	Robert O'Reilly (2367)	Graham Jones		06/12/06	

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<b>JANUARY 2007 (Individual Decision(s))</b>									
ID1121	<b>West Berkshire Forward Plan - February 2007 - May 2007</b> <i>Purpose: To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	ID - 11/01/07	Chief Executive	Moir Fraser (2045)	Graham Jones		04/01/07	
<b>11 JANUARY 2007</b>									
GAAC109 7	<b>Update of Internal Audit Work</b> <i>Purpose: To inform Members of the outcome of internal audit work for the last six months.</i>	EX	Exec - 11/01/07	Chief Executive	Ian Priestley (2253)	Laszlo Zverko		04/01/07	
EX1220	<b>Level One Performance Monitoring - Quarter 2</b> <i>Purpose: To outline performance levels across the Council and to consider, where appropriate, the remedial action that is required.</i>	EX OSC	Exec - 11/01/07 OSC - TBA	Chief Executive	David Baker (2083)	Graham Jones		04/01/07	
EX1210	<b>Half Year Report of the Adoption Service</b> <i>To consider the report in compliance with Adoption Regulations</i>	EX	Exec - 11/01/07	Children and Young People	Maggie Short (3101)	Graham Pask		04/01/07	
EX1297	<b>Three - Year Adult and Community Learning Development Plan 2007/08 -2009/10</b> <i>Purpose: To approve the Three Year Adult and Community Learning Development Plan 2007/08-2009/10</i>	EX	Exec - 11/01/07	Children and Young People	Moyra Blake (2059)	Graham Pask		04/01/07	
EX1211	<b>Statement of Purpose of the Fostering Service</b> <i>To consider the Statement of Purpose in compliance with Fostering Regulations</i>	EX	Exec - 11/01/07	Children and Young People	Maggie Short (3101)	Graham Pask		04/01/07	