

# Individual Decisions

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

18 October 2007

Ref:	Title	Portfolio Member	Page No.
ID1274	West Berkshire Forward Plan – November 2007 to February 2008	Graham Jones	3



## Individual Decision

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Title of Report:	<b>West Berkshire Forward Plan – November 2007 to February 2008</b>		
Report to be considered by:	Leader of Council	on:	18 October 2007
Forward Plan Ref:	ID1274		

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### Purpose of Report:

To advise Members of items to be considered by West Berkshire Council over the next 4 months.

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### Recommended Action:

That the Leader of the Council agrees and where appropriate amend the West Berkshire Council Forward Plan.

### Reason for decision to be taken:

It is a statutory requirement that a Forward Plan be 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>	David Cook
<b>Job Title:</b>	Policy Executive
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## 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 – November 2007 to February 2008

## Implications

**Policy:** As set out in the report  
**Financial:** There are no financial implications for the Council

## Consultation Responses

### Members:

**Leader of Council:** Leader of the Council

**Overview & Scrutiny  
Commission Chairman:** OSC Chairman

**Ward Members:** N/a

**Opposition Spokesperson:** Opposition Leader

**Policy Development  
Commission Chairman:** N/a

**Local Stakeholders:** The West Berkshire Council Forward Plan will be published the first working day after the Individual Decision is signed.

**Officers Consulted:** Nick Carter, John Ashworth, Margaret Goldie, Teresa Bell, Steve Clark, Katharine Durrant 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.

**Trade Union:** Not sought

Is this item subject to call-in.	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>
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# West Berkshire Council

## Forward Plan

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# West Berkshire Council Forward Plan

Reference	Decision and Purpose	Decision Body	Decision Path	Service Area	Contact & Ext. No.	Lead Member	Part II	Date Report Published	Notes
<b>November 2007</b>									
ID1495	30mph Speed Limit, A329 Reading Road, Sireatley To advise Members of the results of Statutory Consultation on the proposal to introduce a prohibition of waiting order and to seek approval of Officer recommendations.	ID		Environment	Andrew Garratt (2491)	Councillor Keith Chopping		TBC	
ID1340	West Berkshire Forward Plan - December 2007 to March 2008 To advise Members of items to be considered by West Berkshire Council over the next four months.	ID		Chief Executive	Moirra Fraser (2045)	Councillor Graham Jones		07/11/07	
ID1510	Diversion (part) of Footpath 16a Compton – The Downs School Compton	ID		Environment	Sallie Jennings (2070)	Councillor Geoff Findlay		14/11/07	
EX1502	Age Restricted Sales To approve the Enforcement Programme for Age Restricted Sales	EX	01/11/07 EX	Environment	Sean Murphy (2840)	Councillor Geoff Findlay		24/10/07	
EX1354	Establishment Monitoring - Quarter 2 of 2007/08 To report on changes to the Council's Establishment over the second quarter of 2007/08	EX	13/12/07 EX	Chief Executive	Rob O' Reilly (2358)	Councillor Anthony Stansfeld		24/10/07	
EX1453	Fairtrade Task Group Report	EX	01/11/07 EX	Chief Executive	Carole Ruse (2972)	Councillor Graham Jones		24/10/07	
EX1498	Integrated Waste Management Contract - Acquisition of Padworth Sidings To consider the Council's position regarding Padworth Sidings	EX	01/11/07 EX	Environment	Andrew Deacon	Councillor Geoff Findlay	Yes	24/10/07	

**6** 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:  
David Cook – Tel: 01635 519475 e-mail: [dcook@westberks.gov.uk](mailto:dcook@westberks.gov.uk) in Policy & Communication 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

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EX1486	Newbury Day Centre Site Supported Living Project To develop supported living flats and a short stay unit for Community Services Directorate Learning Disability Services	EX	01/11/07 EX	Community Services	Bev Searle	Councillor Jo Mooney	Yes	24/10/07	
EX1497	Non-Domestic Rates - Applications for discretionary rate relief To consider the recommendations of the Member/Officer working group in respect of applications received.	EX	01/11/07 EX	Chief Executive	Bill Blackett (2305)	Councillor Laszlo Zverko	Yes	24/10/07	
EX1506	Redundancy Payment for Worker in Youth Service To provide Executive with information concerning a redundancy situation in the Youth Service	EX	01/11/07 EX	Chief Executive	Robert O'Reilly	Councillor Anthony Stansfeld	Yes	24/10/07	
EX1500	Review of Births Deaths and Marriages Service To undertake a comprehensive review of the Births Deaths and Marriages Service following the move from Peake House to Shaw House	EX	01/11/07 EX	Chief Executive	David Holling (2422)	Councillor Anthony Stansfeld		24/10/07	
EX1488	Review of the Effectiveness of Centralised Recruitment Budgets	EX	01/11/07 EX	Chief Executive	Rob O'Reilly (2358)	Councillor Anthony Stansfeld		24/10/07	
EX1503	School Admission Arrangements 2009/10 To seek to commence consultation	EX	01/11/07 EX	Children and Young People	Malcolm Berry	Councillor Barbara Alexander		24/10/07	
EX1487	Shaw House Phase II Implementation	EX	01/11/07 EX	Community Services	David Appleton (2578)	Councillor Marcus Franks		24/10/07	

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EX1501	Trading Standards - Future of Regional Working Arrangements To seek approval for future regional working arrangements for the Trading Standards Service	EX	01/11/07 EX	Environment	Sean Murphy (2840)	Councillor Geoff Findlay		24/10/07	
EX1470	West Berkshire Parking Project To inform the Executive of the conclusions of a report by an external consultant reviewing the West Berkshire Parking Project; and To seek a decision on certain key strategic matters	EX	01/11/07 EX	Chief Executive	Martyn Baker (2211)	Councillor Keith Chopping		24/10/07	
EX1502	Sales of Age Restricted Products	EX	01/11/07 EX	Environment	Sean Murphy (2840)	Councillor Geoff Findlay		24/10/07	
<b>December 2007</b>									
ID1341	West Berkshire Forward Plan - January 2008 to April 2008 To advise Members of items to be considered by West Berkshire Council over the next four months.	ID		Chief Executive	Moira Fraser (2045)	Councillor Graham Jones		05/12/07	
EX1353	Budget Monitoring 2007/08 - Quarter 2 To update the Executive on the current year's budget position and the forecast to March 2008.	EX	13/12/07 EX	Chief Executive	Simon Freeman (2249)	Councillor Laszlo Zverko		05/12/07	
EX1352	Capital Programme Monitoring - Q2 2007/08 To report the progress on the Capital Programme for the second quarter of 2007/08	EX	13/12/07 EX	Chief Executive	Andy Walker (2433)	Councillor Laszlo Zverko		05/12/07	



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Reference	Decision and Purpose	Decision Body	Decision Path	Service Area	Contact & Ext. No.	Lead Member	Part II	Date Report Published	Notes
EX1499	Equality and Diversity Progress Report To note recent progress in relation to promoting equality, in particular in relation to the disability, race and gender equality duty and to secure approval for the revisions to the Council's draft Comprehensive Equality Policy and draft Corporate Equality Plan	EX	13/12/07 EX	Children and Young People	Karen Reeve (2735)	Councillor Emma Webster		05/12/07	
EX1380	Half Year Report of the Adoption Service To consider the report in compliance with Adoption Regulations.	EX	13/12/07 EX	Children and Young People	Maggie Short (3101)	Councillor Barbara Alexander		05/12/07	
EX1377	Local Development Framework Annual Monitoring Report 2007 To agree the Annual Monitoring Report for publication.	EX	13/12/07 EX	Environment	Caroline Peddle (2478)	Councillor Keith Chopping		05/12/07	Moved from November Executive.
	School Meals Contract	EX	13/12/07 EX	Children and Young People	Jeanne Lapsley	Councillor Barbara Alexander		05/12/07	
EX1383	Statement of Purpose of the Adoption Service To consider the report in compliance with Adoption Regulations.	EX	13/12/07 EX	Children and Young People	Maggie Short (3101)	Councillor Barbara Alexander		05/12/07	
EX1355	The West Berkshire Report for Level One Indicators - Quarter Two 2007/08 To outline current performance levels across the Council for Quarter Two 2007/08 and to consider, where appropriate the remedial action that is required.	EX	13/12/07 EX	Chief Executive	David Baker (2083)	Councillor Anthony Stansfeld		05/12/07	
C1378	Tax Base Setting To agree the 2008/09 Tax Base.	C	13/12/07 EX	Chief Executive	Bill Blackett (2305)	Councillor Laszlo Zverko		05/12/07	
<b>January 2008</b>									

# West Berkshire Council Forward Plan

Reference	Decision and Purpose	Decision Body	Decision Path	Service Area	Contact & Ext. No.	Lead Member	Part II	Date Report Published	Notes
ID1364	West Berkshire Forward Plan - February 2008 to May 2008 To advise Members of items to be considered by West Berkshire Council over the next four months.	ID		Chief Executive	Moirá Fraser (2045)	Councillor Graham Jones		09/01/08	
GAC1379	Update of Internal Audit Work To inform Members of the outcome of internal audit work for the last six months.	GAC	27/11/07	Chief Executive	Ian Priestley (2253)	Councillor Laszlo Zverko		09/01/08	
EX1382	Local Area Agreement - 2008/09 Refresh To seek approval for the 2008/09 refresh of the Local Area Agreement.	EX	24/01/08 EX	Chief Executive	Andy Day (2459)	Councillor Graham Jones		16/01/08	
<b>February 2008</b>									
ID1365	West Berkshire Forward Plan - March 2008 to June 2008 To advise Members of items to be considered by West Berkshire Council over the next four months.	ID		Chief Executive	Moirá Fraser (2045)	Councillor Graham Jones		06/02/08	
EX1384	Budget Monitoring 2007/08 - Quarter 3 To update Members on the budget monitoring position.	EX	14/02/08 EX	Chief Executive	Simon Freeman (2249)	Councillor Laszlo Zverko		06/02/08	
EX1385	Establishment Monitoring - Quarter 3 of 2007/08 To update Members on staffing levels across the Council.	EX	14/02/08 EX	Chief Executive	Rob O' Reilly (2358)	Councillor Anthony Stansfeld		06/02/08	
EX1425	Gypsy and Traveller Policy To provide a new policy for Gypsies and Travellers in West Berkshire	EX	14/02/08 EX	Environment	Bill Jennison (2560)	Councillor Geoff Findlay		06/02/08	Moved from August Executive
EX1389	Level One Performance Monitoring - Quarter 3 To outline performance levels across the Council and to consider, where appropriate, the remedial action that is required.	EX	14/02/08 EX	Chief Executive	David Baker (2083)	Councillor Graham Jones		06/02/08	

# West Berkshire Council Forward Plan

Reference	Decision and Purpose	Decision Body	Decision Path	Service Area	Contact & Ext. No.	Lead Member	Part II	Date Report Published	Notes
EX1386	Risk Management Strategy To present the Council's Risk Management Strategy.	EX	14/02/08 EX	Chief Executive	Ian Priestley (2253)	Councillor Anthony Stansfeld		06/02/08	
EX1387	Strategic Risk Register To approve the Council's Strategic Risk Register.	EX	14/02/08 EX	Chief Executive	Ian Priestley (2253)	Councillor Anthony Stansfeld		06/02/08	
C1392	Capital Strategy and Programme To present the Capital Strategy and Programme.	C	14/02/08 EX 04/03/08 C	Chief Executive	Andy Walker (2433)	Councillor Laszlo Zverko		06/02/08 2/02/08	
ID1366	West Berkshire Forward Plan - April 2008 to July 2008 To advise Members of items to be considered by West Berkshire Council over the next four months.	ID		Chief Executive	Moira Fraser (2045)	Councillor Graham Jones		06/02/08	
EX1504	Admission Arrangements 2009/10 To determine the admission arrangements for 2009-10	EX	06/03/08 EX	Children and Young People	Malcolm Berry	Councillor Barbara Alexander		06/02/08	
EX1388	Capital Programme Monitoring - Q3 2007/08 To report the progress on the Capital Programme for the third quarter of 2007/08.	EX	06/03/08 EX	Chief Executive	Andy Walker (2433)	Councillor Laszlo Zverko		06/02/08	
C1391	Annual Revenue Budget 2008/09 To approve the Annual Revenue Budget 2008/09.	C	14/02/08 EX 04/03/08 C	Chief Executive	Andy Walker (2433)	Councillor Laszlo Zverko		06/02/08 22/02/08	
C1390	Community Plan To present the Community Plan.	C	14/02/08 EX 04/03/08 C	Chief Executive	Mark Harris (2568)	Councillor Graham Jones		06/02/08 22/02/08	

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Reference	Decision and Purpose	Decision Body	Decision Path	Service Area	Contact & Ext. No.	Lead Member	Part II	Date Report Published	Notes
C1394	Council Plan To present the Council Plan.	C	14/02/08 EX 04/03/08 C	Chief Executive	Nigel Owen	Councillor Graham Jones		06/02/08 22/02/08	
C1393	Local Government Act 2003- Borrowing Limits and Annual Investment Strategy 2008/09 In compliance with the Local Government Act 2003, this report summarises the Council's borrowing limits as set out by CIPFA's Prudential Code, and recommends the Annual Investment Strategy for the coming year.	C	14/02/08 EX 04/03/08 C	Chief Executive	Andy Walker (2433)	Councillor Laszlo Zverko		06/02/08 22/02/08	